

**Rochelle Park Board of Education
Executive Session 7:00 P.M.
Regular Meeting-7:30 P.M.
September 8, 2016**

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

Board Member	Present	Absent
Mr. Sam Allos, Vice President		
Mrs. Shirley Abraham		
Mrs. Arlene Ciliento Buyck		
Mrs. Teresa Judge Cravello		
Mrs. Maria Lauerman		
Mr. Mark Scully		
Mrs. Dimitria Leakas, President		

Others present:

- Dr. Geoffrey W. Zoeller, Jr. Superintendent of Schools
- Mrs. Cara Hurd, Director of Curriculum, Instruction, & Special Projects
- Mr. Brian Cannici, Principal
- Mr. Kevin Woods, Building & Grounds Supervisor
- Mrs. Ellen Kobylarz, Board Secretary

IV. Executive Session Announcement (if Needed) The Board will reconvene in Public Session at approximately 7:30 P.M.

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 HEREOFRE 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public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 _____ P.M.
Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to close Executive Session at _____ P.M.
Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to resume Regular Meeting Agenda at _____P.M.
Roll Call

SA SA AB TC ML MS DL

V. Salute to the flag

VI. 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”

VII. Superintendent’s Report

VIII. Director of Curriculum & Instruction’s Report

IX. Principal’s Report

- **PTA Report**

X. Building and Grounds Supervisor’s Report

XI. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers’ list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals).The public is reminded that their remarks are being recorded.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker’s statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

Motion by _____, seconded by _____, to open public comment at _____ P.M.
Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to close public comment at _____ P.M.
Roll Call

SA SA AB TC ML MS DL

XII. Items for Board Action-Resolutions

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

ROUTINE MATTERS RESOLUTIONS R1-R7
POLICY #0168- APPROVALS OF BOARD MINUTES

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

August 25, 2016 Regular Meeting, Executive Session & Executive Hearing

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

R2. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the submission of the Statement of Assurance regarding the use of paraprofessional staff for the 2016-2017 school year, to the New Jersey Department of Education.

Motion by _____seconded by _____
Roll Call

SA SA AB TC ML MS DL

POLICY#5521 HARISSMENT, INTIMIDATION, AND BULLYING

R3. RESOLVED: that the Board of Education approves the HIB School Self-Assessment as presented.

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

R4. RESOLVED: upon the recommendation of the Superintendent that the Board of Education approves the following Job Descriptions as attached.

Latchkey Homework Help Teacher
Latchkey Group Leader
Latchkey Group Aide
Latchkey Lead Teacher

Motion by _____seconded by _____
Roll Call

SA SA AB TC ML MS DL

POLICY #5120 NEEDS ASSESSMENT PUPILS

R5. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following special education placement revisions for the 2016-2017 school year.

CASE# 6254285532
CLASSIFICATION: Autistic
PLACEMENT: Valley Program Norwood
RELATED SERVICES: OT 2 weekly sessions @80.00 per session \$7,680.00

CASE# 2656858795
CLASSIFICATION: Autistic
PLACEMENT: ECLC
RELATED SERVICES: Aide salary for ES \$2,600.00

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

R6. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the disposal of outdated/obsolete equipment by means of recycling.

Everett Upright Piano – 1953 — Serial # 94773

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY #2200 CURRICULUM CONTENT

R7. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following curriculum.

Music K-8

Instrumental 4-8

Science 6-8

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

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:

Jennifer O'Brien (Art) to attend Art Educators of New Jersey in Long Branch on October 10 & 11, 2016 at a cost of \$215.00 for registration and materials.

Melanie Ferla to attend BCTS Info Session in Hackensack on September 28, 2016 at no cost to the district for registration.

Joan Gutkowski to attend "Increasing Your Student's Mastery of Math Facts & Mental Math Skills" in Fairfield on November 3, 2016 at a cost to the district of \$245.00 for registration.

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY#4111- HIRING CERTIFIED PERSONNEL

P2. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves tuition reimbursement for course taken during the summer of 2016 as follows:

Jennifer O'Brien (PE)	3 Credits	\$846.63*
Laurel Hanczaryk	3 Credits	\$831.15*
Maria Leccese	3 Credits	\$750.00*

*Payment pending receipt of official transcripts

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

P3. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following faculty crossovers as of September 1, 2016 salary and step adjustment made upon settlement of the contract for the 2016-2017 school year.

Maria Leccese BA+15 Step 4 to MA Step 4

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

POLICY #9541 – STUDENT TEACHERS/INTERNS

P4. RESOLVED: that the Board of Education approves the following Student Junior Field Experience starting on or about September 13, 2016, to approximately December 6, 2016.

Magdalena Brodkn – Felician University – Mrs. Calderone

Motion by____, seconded by _____
Roll Call

MS SA SA AB ML DL JE

POLICY#4111- HIRING CERTIFIED PERSONNEL

***P5. RESOLVED:** upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approves summer work for the following personnel for one hour at their hourly rate of pay for a Special Education meeting.

**Joan Gutkowski- CST Meeting
Stephen Verhassel- CST Meeting**

Motion by _____ seconded by _____

Roll Call

SA SA AB TC ML MS DL

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 2016-2017 school year at a rate of \$85.00 per day:

Matthew Tarulli- Substitute Teacher (pending completions of fingerprints)

Motion by _____, second by _____,

Roll Call

SA SA AB TC ML MS DL

P7. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following appointments for the Latchkey positions.

Donna Johnson \$25.00 per hour (in addition to the \$6,000.00 stipend) when she works in the capacity as a Teacher in Charge, 3:16 P.M. to 6:15 P.M.

Motion by _____, second by _____,

Roll Call

SA SA AB TC ML MS DL

FINANCE AND INSURANCE-RESOLUTIONS F1-F7

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the September 2016 Bill List as approved by the Finance Committee, attached and listed below:

10 – General Fund	\$229,947.21
20- Federal Grants	\$ 8,320.72
30 – Referendum Account	\$5,132.00
61 – Afterschool Program	\$8.09
TOTAL DISBURSEMENTS	\$243,408.02

ATTACHEMENT 1

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

Monthly Budgetary Line Item Status Certifications

F2. 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 30, 2016 and August 30, 2016, 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 _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

Secretary & Treasurer’s Reports

F3. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary’s and Treasurer’s Financial Reports for the months of July and August 2016.

Motion by _____ seconded by _____
Roll Call

SA SA AB TC ML MS DL

Transfers

F4. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers July and August 2016.

ATTACHMENT

Motion by _____, second by _____,

Roll Call

SA SA AB TC ML MS DL

POLICY #6510 – PAYROLL AUTHORIZATION

F5. RESOLVED: that the Rochelle Park Board of Education approves the August 2016 payroll as follows:

Payroll

Month August

Fund	Gross Payroll	Employer Share of Social Security	Employer DCRP Contribution	Total Payroll Expense
Fund 10	87,851.47	4,398.16	-	92,249.63
Fund 20	-	-	-	-
Fund 61	-	-	-	-
				-
Total	\$ 87,851.47	\$ 4,398.16	\$ -	92,249.63

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

APPROVAL OF FINANCIAL REPORT FOR THE STUDENT ACTIVITY FUND

F6. RESOLVED, that the Rochelle Park Board of Education accept the Student Activity Fund Financial Report for the months of July and August 2016.

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

Authorize Inter-local Agreement with the Township of Rochelle Park for the Purchase of Motor Vehicle Fuel

F7. WHEREAS, N.J.S.A. 40 AL65-1, et seq. authorizes contracts between public entities for shared services; and

WHEREAS, the Township of Rochelle Park and the Rochelle Park Board of Education have entered into discussions in connection with such an agreement for the purchase of motor vehicle fuel from the Township of Rochelle Park; and

WHEREAS, the Business Administrator and Superintendent have recommended entering into such an agreement for the purchase of motor vehicle fuel and the Township Committee has agreed that it would be in the best interests of the residents and taxpayers of the Township of Rochelle Park in order to enter into such an

NOW, THEREFORE, BE IT RESOLVED by the Rochelle Park Board of Education as follows:

1. An inter-local services agreement be and is hereby authorized with the Township of Rochelle Park for the purchase of motor vehicle fuel;
2. The fuel pumps are available 24 hours a day, seven days per week.

3. The Township agrees to provide to the Rochelle Park Board of Education, a key for each vehicle at a cost of between \$10.00 and \$15.00 per key. A specific code will be assigned by the Township to each key by the last four digits of the particular employee's social security number;
4. The Township of Rochelle Park shall provide monthly invoices to the Rochelle Park Board of Education in accordance with the provisions of this Resolution and payments will be paid within 30 days of receipt;
5. The term of the agreement shall be five years from the date of execution of an agreement between the parties to be reviewed by and approved by the Board of Education and the Board Attorney. The contract shall provide that either party may cancel a the agreement upon thirty days written notice.

NOW THEREFORE BE IT RESOLVED that the Business Administrator and the Superintendent is hereby directed to sign the agreement and forward certified copies of the resolution to the Township of Rochelle Park, the Township of Rochelle Park Administrator, and the Rochelle Park Board of Education Attorney.

Motion by _____, second by _____,
Roll Call

SA SA AB TC ML MS DL

XIII. Reports-Community Action Items

2016 School Year		
Committees	Chairperson	Co-Chairperson
Buildings & Grounds	Shirley Abraham	Sam Allos, Arlene Ciliento-Buyck
Business, Finance, and Transportation	Dimitria Leakas	Sam Allos, Arlen Ciliento-Buyck
Curriculum, Instruction, and Assessment	Mark Scully	Maria Lauerman, Dimitria Leakas
Legislative and Policy	Teresa Judge Cravello	Shirley Abraham, Arlene Ciliento-Buyck
Personnel/Negotiations/ Staff Relations	Sam Allos	Maria Lauerman, Mark Scully
Special Education	Arlene Ciliento-Buyck	Shirley Abraham, Mark Scully
Technology	Maria Lauerman	Teresa Judge Cravello, Mark Scully
Board Liaison Assignments:		
NJSBA-	Teresa Judge Cravello	
BCSBA	Teresa Judge Cravello	
Municipality	Sam Allos	
Community	Mark Scully	
Joint Boards	Dimitria Leakas	

XIV. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board

Meetings)

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Motion by _____, seconded by _____, to open public comment at _____ pm.

Roll Call

MS SA SA AB ML DL JE

Motion by _____, seconded by _____, to close public comment at _____ pm.

Roll Call

MS SA SA AB ML DL JE

XIV. Announcements

The next Regular Meeting will be held on Thursday, October 13, 2016 at 7:30 P.M .in the Media Center. An Executive Meeting may be held prior to the Regular Meeting at 7:00 P.M.

The Board of Education may elect to go into a second executive session at this time.

XVI. 2nd 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 HEREOFRE 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...

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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 _____ P.M.

Roll Call

SA SA AB TC ML MS DL

Motion by _____, seconded by _____, to close Executive Session at _____P.M.

Roll Call

SA SA AB TC ML MS DL

XVII. Additional Motions:

Based on the result of conversations held by the Board in Executive Session, additional resolutions may be introduced and approved at this time.

XVIII. Goal Setting Session

XIX. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at _____P.M.

Roll Call

SA SA AB TC ML MS DL