Rochelle Park Board of Education

Executive Session 6:30 PM Regular Meeting Minutes 7:30 P.M.

December 13, 2022

I. Call to Order

II. Roll Call

|  |  |  |
| --- | --- | --- |
| Board Member | Present | Absent |
| Mr. Scott Kral, Vice President | X |  |
| Mr. Adib Abboud |  | X |
| Mrs. Teresa Judge-Cravello | X |  |
| Mr. Joseph Marolda | X |  |
| Mr. Jorge Martinez Jr. | X |  |
| Mr. Charles Schaadt | X |  |
| Mr. Matt Trawinski, President |  | X (7:00 PM) |

Others Present:

Dr. Sue DeNobile, Superintendent of Schools

Mrs. Cheryl Jiosi, Business Administrator/Board Secretary

Mrs. Cara Hurd, Director of Curriculum & Instruction

Mrs. Rebecca Garcia, Director of Special Services

Mr. Michael Alberta, Principal

Mrs. Ellen Kobylarz, Board Recording Secretary

III. Open Public Meeting Act, Chapter 231, P.L. 1975

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 in 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” posted on the District website, at least 48 hours prior to the time of this meeting.

IV. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters which include contracts, personnel and matters of individual privacy.

V. Pledge of Allegiance

VI. Public Session - Recognitions

ROCHELLE PARK BOARD OF EDUCATION RESOLUTION

IN RECOGNITION AND APPRECIATION FOR

Adib Abboud

WHEREAS, Adib Abboud has served as a Board Trustee with the Rochelle Park Board of Education from April 26, 2022 through December 30, 2022. During this time, he has committed himself and served to the operations of the Rochelle Park Board of Education and for the well-being of the Children of Rochelle Park - Midland School #1;

WHEREAS, his personal commitment to a quality education, his valued participation in establishing effective policies, and his readiness to render services in seeking educational excellence have contribute immeasurably to the progress of our school system; and

WHEREAS, the Members of the Board of Education and the community appreciates and hereby recognizes his commitment to the Rochelle Park Board of Education; Rochelle Park - Midland School #1 and to the children of the community; and

NOW THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education, on behalf of your colleagues, our teachers and our students, acknowledges the efforts of Adib Abboud as Board Trustee of the Rochelle Park Board of Education; and

BE IT FURTHER RESOLVED, that with the enactment of this resolution, Adib Abboud’s

recognition shall be so noted in the minutes and become a part of the permanent record of the

district; and BE IT FINALLY RESOLVED, that the Rochelle Park Board of Education wishes

Adib Abboud every success during the coming years.

Motion by Mr. Marolda, second by Mr. Martinez Jr.

Discussion: Mr. Kral thanked Eddie for his service, he was sorry he couldn’t be here tonight. He considers Eddie to be a great friend, great with financials, good heart. He will be missed.

Mrs. Judge Cravello commented on Eddie’s background in finance and was very good with the budget. She also thanked Eddie for his time served on the board. She will miss his jokes.

Mr. Trawinski stated Eddie was a great friend and partner to the board. He gave anything he had for the children and community. It will be a loss to the Board. Thank you, Eddie, for your service.

Roll Call 6-0

Motion Carried

Reports

1. Recognition of 1st Marking Period Honor Roll Students – Mr. Alberta acknowledged the students for their achievement.

VII. Reports

1. Superintendent Dr. DeNobile started by welcoming everyone to the meeting, it’s great to see students and parents in the audience and be able to honor their achievements. Congratulations to the students you worked hard for this achievement. Mr. Abboud showed much dedication to the board. We had a BOE member resign and Mr. Abboud choose to come back, thank you.

There are some changes to personnel Mr. Kevin Cox is our new IT coordinator. He comes to us with 13 years’ experience. He is replacing Dr. Steven Lahullier who has chose to leave the district, for other avenues. To all of you who voted in the Channel 12 news Chorus segment. Thank you, the Chorus, won. We are all very excited, great way to highlight our program. Reminder Holiday break is coming up and school will open on Tuesday, January 3rd. Our Annual Reorganization meeting will also be held on January 3rd. Dr. DeNobile wished everyone a wonderful holiday and good health in the New Year.

1. Business Administrator No report
2. Director of Curriculum and Instruction Mrs. Hurd, stated that the student reports have arrived and will be mailed out to families. Her goal is to do it before the 23rd. Teacher PD is continuing with Readers /Writers Workshop. The workshop is now moving in the direction of individual coaching “I do you do”. This will occur ¾ times a month. The extended school day program will from February – April, 3rd-8th Grades. Focus is on reinforcement of ELA and Math skills.
3. Director of Special Services Mrs. Garcia showed a video and explained that her intern Rebecca Hirsh who is here in conjunction with her program at Rutgers, held a read along of “It’s OK to be different”. She also sang songs with the students. Thank you, Rebecca, for having this program for our students. November 29th was our SPAC meeting, it went very well, we are trying to have another one in February on social emotional learning. She wished everyone a Happy Heathy New Year.
4. Principal Mr. Alberta reported that the holiday boutique went well. Thank you to Ms. Baker and her students on winning the Channel 12 contest. They received the highest number of votes 2500. Sounds of the season will start airing next week on Channel 12.
5. Board Committees, as needed:

Curriculum, no report

Finance, no report

Facilities Mr. Kral Construction on the pavilion has been started. Basketball courts are in use pending weather. There was a short discussion regarding the height of the fence on the appt side and how maybe it needs to be a taller fence.

For the public attendees that live in the apts. Dr. DeNobile thanked them for putting up with the construction and for their patience and understanding.

Personnel, no report

Policy Mrs. Judge Cravello thought the pavilion will bring opportunities for students to learn outside of the classroom which is wonderful. Tonight, on the agenda there is a second reading a adoption of the HIB policy. This is a mandated policy there is some language changes and we need to approve and send it to the county office.

G. Board Liaison:

NJSBA/BCASA, no report

Joint Boards, no report

Municipality Mr. Kral we as a board received a notification that a vape shop was opening up in

the strip mall by Generations. On behalf of the Board we are not in support of that. As a past

Police Officer he feels it is not a good idea. The Board will not be in favor of this going through.

The hearing is being held this Thursday at 7PM it is open to the public.

Dr. DeNobile added it’s the planning board meeting December 15 at 7PM at the Rochelle Park

Municipal building.

Mr. Trawinski added there are power in numbers, if the planning board doesn’t hear from the

Residents they won’t know it’s not what we want. Unfortunately, it is the same night as our

Holiday Concert.

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.

No one chose to speak

IX. Items for Board Action-Resolutions

Routine Matters Resolutions R1-R11

APPROVAL OF MINUTES

R1. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the minutes of the following meetings.

November 29, 2022 Regular and Executive Session Minutes

ATTENDANCE

R2. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the attendance report for the month of November 2022 as listed:

Enrollment

Midland School 493

Hackensack H.S. 134

Academies/Technical Schools 44

Totals 671

Pupil Attendance Teacher Attendance

Possible Days 8326 Possible Days 1044

Days Present 7975.5 Days Present 1011.5

Days Absent 350.5 Days Absent 32.5

% Present 95.7% % Present 96.8%

% Absent 4.3% % Absent 3.2%

EMERGENCY & CRISIS SITUATIONS

R3. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the following Fire and Security drills held in the month of November 2022 for the Rochelle

Park School District.

Fire Drill November 29, 2022

Security Drill November 17, 2022

HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the following HIB Report for November 2022 on behalf of the Rochelle Park School

District.

November 2022

Reported Cases:1

Number of Cases open: 0

Number of Cases closed: 1

Number of Incidents determined to be HIB: 0

School Suspensions:

BYLAWS & POLICIES

R5. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves

a second reading and adoption of the following Policy.

5512- Harassment, Intimidation and Bullying.

SPECIAL EDUCATION SERVICES

R6. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves

hospital instruction for student CST #2120 at a cost of $390.00.

ANTI-BULLING BILL OF RIGHTS ACT

R7. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves

the submission of the School Self-Assessment under the Anti Bullying Bill of Rights.

EXTENDED SCHOOL DAY

R8. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves

the Extended School Day program for students in grades 3-8 identified to receive academic support in

ELA and/or Math.  The program will run Monday thru Thursday from 2/6/2023 to 4/6/2023.  The

Extended School Day program is funded under Title I and ESSER II Grants.

STUDENT TRANSPORTATION

R9. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves. Please approves SRO Det. Sgt. Christopher Bermudez to transport 2 students with prior written consent from the students' parent(s)/guardian(s) to the Toys for Tots drop off location (Closter NJ) for a photo opportunity as part of the Midland School Toy drive on Friday, December 16, 2022.

SPECIAL EDUCATIONAL SERVICES

R10. RESOLVED: upon the recommendation of the Superintendent of Schools, the Rochelle Park Board of Education approves Proloquo2go communication services APP. At a cost of $249.99 for CST # 2117**.**

DESIGNATION OF MEETINGS (18A,10-6)

R11. WHEREAS, the Open Public Meetings Act requires the Board of Education to provide

notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Township of Rochelle Park that the following notice of regularly scheduled meetings be adopted, in accordance with N.J. S.A.18A-22-11.

ROCHELLE PARK BOARD OF EDUCATION

MEETING DATES 2023

Public Meetings

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Executive | Regular |
| Tuesday | January 24, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | February 21, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | March 14, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | March 28, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | April 25, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | May 16, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | June 13, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | August 29, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | Sept. 26, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | October 24, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | Nov. 28, 2023 | 6:30 P.M | 7:30 P.M |
| Tuesday | Dec. 12, 2023 | 6:30 P.M | 7:30 P.M |

BE IT FURTHER RESOLVED that the aforesaid notice of regularly scheduled meetings be kept posted in the Midland School on the community bulletin board located outside the Main Office at 300 Rochelle Avenue, Rochelle Park, New Jersey.

BE IT FURTHER RESOLVED, that the aforesaid notice be mailed to The Record and Our Town Newspaper as the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Clerk of the Township of Rochelle Park.

NOTE 1. Special Public Meetings where official action is taken will be scheduled as

needed with proper notice.

2. Closed Executive Sessions with the public excluded for discussion of personnel and legal matters, will be authorized as needed by resolution during public meetings or by special notice.

R1-R11

Motion Mrs. Judge Cravello Second Mr. Marolda

Roll Call R1-4-0-2 (Marolda, Martinez abstained, they were not in attendance for the meeting minutes)

Roll Call R2-R11 6-0

Motions Carried

Personnel Resolutions P1-P9

PROFESSIONAL DEVELOPMENT

P1. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education

approves the participation of the persons named at the following workshops/conferences.

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Workshop | Date | Cost |
| a)Kristin Colucci | Strengthen your Special Needs Students | January 24, 2023 | $279.00 (Title II Grant funds) |
| b)Theresa Roman | Dyslexia: Best Targeted Interventions for Greater Literacy Success | February 15, 2023 | $259.00 (Title II Grant funds) |
| c)Hannah Kertesz | Dyslexia: Best Targeted Interventions for Greater Literacy Success | February 15, 2023 | $259.00 (Title II Grant funds) |
| d)Rebecca Garcia | Embracing the Whole Child | March 13, 2023 | $145.00 |

HIRES- NON -CERTIFICATED

P2. RESOLVED: that the Board of Education upon the recommendation of the Superintendent, approve the appointment of Polum Veliu, Night Custodian, (Step 1), for a sixty (60) day probationary period, effective upon criminal history clearance and pre-employment verification.

HIRES- NON-CERTIFICATED

P3. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the appointment of Jessica Berberyan to the position of Paraprofessional starting December 16, 2022 (pending NJDOE clearance) until June 30, 2023. At an hourly salary of $22.80

HIRES- NON -CERTIFICATED

P4. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following individuals to the list of Substitute’s as of January 1, 2022, for the 2021-2022 school year at the rate of $120.00 per day as needed.

1. Maria Miaoulis
2. Maria Suzanne Melis
3. Jessica Berberyan

HIRING-NON-CERTIFICATED STAFF CARE PROGRAM

P5. RESOLVED: upon the recommendation of the Superintendent,  the Rochelle Park Board of Education approves the following individual as Substitute for the Care Program.

1. Allison Brown – Substitute

SUPERINTENDENT EVALUATION INSTRUMENT

P6. RESOLVED: upon the recommendation of the Superintendent that the Board of Education approve the Superintendent evaluation instrument.

PROFESSIONAL DEVELOPMENT

P7. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the paraprofessionals for 2.5 hours of professional responsibilities training during the 22/23 school year at their respective hourly rate.

PROFESSIONAL DEVELOPMENT

P8. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the paraprofessionals for 1 hour of Handle with Care training during the 22/23 school year at their respective hourly rate.

UNPAID TIME

P9 RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves an unpaid leave request for employee # 67196832 on the following dates November 28, 2022 - December 2, 2022.

P1-P9

Motion Mrs. Judge Cravello Second Mr. Marolda

Roll Call 6-0

Motions Carried

RESOLUTIONS ADDED AFTER THE SECOND EXECUTIVE SESSION

CONTRACT WITH SUMMIT MANAGEMENT SOLUTIONS LLC

P10. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the Agreement for Services between the Rochelle Park Board of Education and Summit Management Solutions, LLC effective on December 15, 2022 to on or about June 30, 2023 for business office consultation services.

INTERIM BUSINESS ADMINISTRATOR

P11. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves Vincent Occhino, Ed.D. as Interim Business Administrator/Board Secretary for January 16, 2023 through February 12, 2023 with contract pending approval by the Executive County Superintendent as per the attached.

BUSINESS ADMINISTRATOR/BOARD SECRETARY

P12. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves James Riley Ed.D. as Business Administrator/Board Secretary for the 2022-2023 school year prorated, with contract pending approval by the Executive County Superintendent as per the attached.

P10-P12

Motion Mr. Schaadt Second Mr. Martinez Jr.

Roll Call 5-0 (President Trawinski had left the meeting prior to this vote)

Motions Carried.

Finance Resolutions F1-F6

BILLS LIST

F1. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the

Superintendent, approves the December 2022 bill list attached and listed below.

|  |  |
| --- | --- |
| 1. General Funds- Fund 10& 11 | $482,151.20 |
| 1. Federal Grant – Fund 20 | $4,672.25 |
| 1. Referendum Account-Fund 30 | .00 |
| D, Cafeteria- Fund 60 | $14,615.33 |
| E. Afterschool Program- Fund 61 | $505.37 |
|  |  |
| TOTAL PAYMENTS FOR December | $501,944.15 |

TOTAL DISBURSEMENTS

ATTACHEMENT 2

CHECK RUN

F2. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the

Superintendent, authorizes a check run for the month of December 2022 with the amounts to

be approved at the January 2023 meeting.

CARES ACT/AMERICAN RESCUE PLAN ACT

F3.RESOLVED: upon the recommendation of the Superintendent that as per the notification from the

Department of Labor and Workforce Development dated November 16, 2022 outlining Federal

legislation under the CARES Act and the American Rescue Plan Act (ARPA) of 2021 in which the

Federal government will pay $15,118.12 of the charges detailed on form B187Q in the amount of

$29,668.25, the Board of Education approve the payment of the adjusted unemployment bill for the

quarter ending September 30, 2020 in the amount of $14,550.12.

*Mrs. Jiosi clarified this resolution it is for unemployment payment that didn’t happen*

STANDARD OPERATING PROCEDURES

F4. BE IT RESOLVED that N.J.A.C. 6A:23A-6.5 requires school districts to evaluate business processes

annually to ensure that a strong control environment exists in which sound segregation of duties are in

place and allocated amongst available resources appropriately.

BE IT FURTHER RESOLVED that N.J.A.C. 6A:23A-6.6 requires school districts to establish standard

operating procedures for each task or function of the business operations of the district and that district

employees are aware of such procedures.

NOW THEREFORE BE IT RESOLVED that the Board of Education approve a standard operating

procedures and internal controls manual. The manual will be updated and modified as needed, as

recommended by the superintendent.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

F5. RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of

Education accepts the Annual Comprehensive Financial Report for the fiscal year 2021-2022 as audited

and prepared by Nisivoccia of Mount Arlington New Jersey, in compliance with code requirements; and

BE IT FURTHER RESOLVED: upon the recommendation of the Superintendent, the

Board of Education approves the 2021-2022 Audit and CAFR as presented, and direct the Business

Administrator/Board Secretary to send a certified copy of this resolution to the Bergen County

Superintendent of Schools.

*Mrs. Judge Cravello asked if this had to do with the audit last month and was this the ok to send it to the county office and uploaded.*

*Mrs. Jiosi acknowledged yes.*

APPROVAL OF THE ANNUAL HEALTH AND SAFETY EVALUATION OF SCHOOL BUILDINGS CHECKLIST

F6. RESOLVED: Upon the recommendation of the Superintendent, the Board of Education approve the submissions of the Annual Health and Safety Evaluation of School Buildings Checklist to the County Office.

SAFE RETURN PLAN

F7. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the submission of a six-month review and update of the SAFE RETURN Plan as required by ESSER III grants.

F1-F7

Motion Mr. Marolda, Second Mrs. Judge Cravello

Roll Call 6-0

Motions Carried

RESOULTION ADDED AFTER SECOND EXECUTIVE SESSION

REVIEW OF DISTRICT’S BUSINESS OFFICE RECORDS

F8.RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves thee

Review of District’s Business Office Records as per the attached proposal by Heidi Wohlleb of

Nisivoccia Assurance Tax Advisory.

Roll Call 5-0

*This is a routine review when there is a change in administration*.

Motion Carried

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.

No one chose to speak

XI. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to

discuss confidential matters which include contracts, and personnel. Action may be taken. President

Trawinski left after the executive session.

XII. Announcements The next Annual Reorganization Board of Education meeting will be held on

January 3, 2023 in the Auditorium. There will also be a regular meeting immediately following the

reorganization.

XIII. Adjournment

9:00PM all in favor, meeting adjourned.