

Rochelle Park Board of Education
Regular Meeting Minutes 7:00 P.M.
October 22, 2019

- I. Call to Order
- II. Roll Call

Board Member	Present	Absent
Mr. Matt Trawinski, Vice President	X	
Mr. Adib Abboud	X	
Ms. Christina Holz	X	
Mr. Scott Kral	X	
Mr. Gerard Sorrentino		X
Ms. Layla Wuthrick	X	
Mrs. Teresa Judge-Cravello, President	X	

Others Present:

- Dr. Richard Brockel, Interim Superintendent of Schools
- Mrs. Cheryl Jiosi, Business Administrator/Board Secretary
- Mrs. Cara Hurd, Director of Curriculum & Instruction
- Mr. Michael Alberta, Principal
- Mr. Rex Leka, Building & Grounds Supervisor
- Mrs. Ellen Kobylarz, Board Recording Secretary

III. Pledge of Allegiance- moment of silence for Mr. Frank Madden former Board of Education member and Past President.

IV. Open Public Meeting 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 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”

V. Reports

- A. Heidi Wohlleb Nisivoccia- 2018-2019 Audit Report
Ms. Wohlleb distributed the report to the Board. She explained that is not a final report and the Board at this time will not be approving the Audit, this is due to G.A.S.B. 75. Ms. Wohlleb proceeded to explain G.A.S.B 75 which are post-retirement benefits that is a liability to the district. Mrs. Wohlleb went on to explain the audit report findings.
- B. Director of Curriculum and Instruction -Mrs. Hurd presented the District Testing Report which will be available on line.
- C. Interim Superintendent Dr. Brockel had no report
- D. Business Administrator Mrs. Jiosi had no additional report other than the Audit
- E. Principal Mr. Alberta reported on the following:
At the end of September, the school participated in a program called Start with Hello. It is an initiative started by the Sandy Hook Promise Organization. The basis behind the movement is to stop social isolation in schools. Student Council is in full swing, the students are doing morning announcements, will be starting hall duty. Week of Respect is coming up. We also had picture

day, there will be a retake day and at that time the 8th grade will also take a group picture. Boosterthon kickoff is later this week, it's a Character Ed based program that also has a fundraising component. There was some discussion regarding the program and how it works.

F. PTO – No report

G. Board Committees/ Board Liaison, as needed:

Ms. Holz stated that there are a number of policies on the agenda tonight for a first review.

Mr. Kral stated that the Personnel committee met with the RPEA regarding the Superintendent search.

Mr. Trawinski inquired about a garden that was proposed a while back. Mr. Alberta stated it is slated for the spring.

Mrs. Judge-Cravello stated that she was invited to a Women in Leadership meeting run by the Girl Scouts. On Monday the 28th Hackensack will host their Joint Board meeting. In Mr.

Sorrentino's absence Mrs. Judge Cravello stated that the Board has reached a tentative agreement with the Teachers.

VI. 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 not to exceed 30 minutes. Citizens should give their name and address when recognized to speak.

No one from the public chose to speak.

VII. Items for Board Action-Resolutions

Routine Matters Resolutions R1-R11

R1. Approval of Minutes

Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent approves the minutes of the following meetings.

September 17, 2019 Regular & Executive

October 1, 2019 Regular & Executive

R2. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves the following field trips for the 2019-2020 school year.

Group	Place	Dates	Cost
Kindergarten Classes	Trip to Fire House	10/18/2019 rain date 10/25/2019	.00
Chorus Grades 4-8	Alaris Health (AM)	12/18/2019	Bus provided by district
Chorus Grades 4-8	Alaris Health (PM)	12/18/2019	Bus provided by district

ATTENDANCE

R3. RESOLVED: that the Board of Education approves the attendance report for the month of September 2019 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	506	1-8 th Grade	2- Grade Kndg.
Hackensack H.S.	135.5		1-Grade 1
Academies/Technical Schools	31.5		2-Grade 2
Totals	673		1-Grade 6
			1-Grade 8

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	9032	Possible Days	1120
Days Present	8758.5	Days Present	1104
Days Absent	273.5	Days Absent	16
% Present	96.9%	% Present	98.5%
% Absent	3.1%	% Absent	1.5%

EMERGENCY & CRISIS SITUATIONS

R4. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of September 2019 for the Rochelle Park School District.

Fire Drill September 10 & 16, 2019
Security Drill September 30, 2019

HARRASSMENT INTIMIDATION AND BULLYING

R5. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for September 2019 on behalf of the Rochelle Park School District.

September 2019

Reported Cases:

Number of Cases open: 0

Number of Cases closed:

Number of Incidents determined to be HIB: 0

School Suspensions: 0

HARRASSMENT INTIMIDATION AND BULLYING

R6. RESOLVED: As per New Jersey State requirements, the Rochelle Park Board of Education approves the Midland School HIB self- assessment completed by the schools HIB Specialist and HIB Coordinator.

NURSING SERVICES PLAN

R7. RESOLVED: that on the recommendation of the Interim Superintendent, the Board of Education approves the Nursing Service Plan for the 2019-2020 school year.

BYLAWS & POLICIES

R8. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves a first reading of the following Bylaw, Policies and Regulations.

0314 Conduct of Board Meeting
1642 Earned Sick Leave Law
3159 Teaching Staff Member/School District Reporting Responsibilities
3218 Use, Possession or Distribution of Substances
4218 Use, Possession or Distribution of Substances

4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing
 6112 Reimbursement of Federal and Other Grant Expenditures
 7440 School District Security
 7510 Use of School Facilities
 8600 Student Transportation
 8630 Bus Driver/Bus Aide Responsibility
 8670 Transportation of Special Needs Students
 9400 Media Relations
 9210 Parent Organizations
 R1642 Earned Sick Leave Law
 R 3218 Use, Possession or Distribution of Substances
 R4218 Use, Possession or Distribution of Substances
 R6112 Reimbursement of Federal and Other Grant Expenditures
 R7440 School District Security
 R7510 Use of School Facilities
 R8600 Student Transportation
 R8630 Emergency School Bus Procedures

SPECIAL EDUCATION 2019-2020 SCHOOL YEAR

R9. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves the following students for the 19-20 school year programs as mandated by the student’s IEP.

Student ID	Placement	Cost
CST0923	Windsor Learning Center Starting 10/14/19	\$48,496.00
CST1234	Cresskill Public School	\$43,994.00
CST3456	South Bergen Jointure	\$55,800.00
CST4567	New Bridges- BCSS	\$82,620.00
CST5678	River Edge BOE 1:1 aide	\$60,219.00 \$20,750.00
CST6789	Newmark High School	\$58,210.20
CST7890	Washington South –BCSS	\$64,480.00
CST8901	Pascack Hills	\$39,671.00
CST9012	Brownstone BCSS	\$62,100.00
CST0123	Ridgefield Memorial High School	\$41,494.00
CST0234	River Dell	\$25,947.00
CST0345	River Dell	\$25,947.00
CST0456	Benway School	\$73,046.16
CST0567	Felician School	\$56,960.58

CST0678	Brownstone BCSS	\$62,100.00
CST0789	River Edge BOE 1:1 aide	\$60,219.00 \$23,608.75
CST0891	Gateway program/Venture -BCSS	\$62,100.00
CST0912	High Point	\$62,764.95

STATE TESTING REPORT

R10. RESOLVED: that the Board of Education accepts the report and acknowledges the public presentation made by the Curriculum Supervisor at the October 22, 2019 public meeting regarding the District Assessment Report for 2019 Spring NJSLA Administrations.

STUDENT VOLUNTEERS

R11. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves PTO to ask for student volunteers for various tasks.

R1-R11.

Motion Mr. Abboud, Second Mr. Kral
Roll Call 6-0
Motion Carried

Personnel Resolutions P1-P16

PROFESSIONAL DEVELOPMENT

P1. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, approves the participation of the persons named at the following workshops/conferences.

Name	Workshop	Date	Cost
Katie Leithauser	Handwriting Without Tears	9/27-28/19	\$455.00
Cara Hurd	Implicit Bias, Equity,	3/31/20	\$150.00
Cara Hurd	Investigating Discrimination	2/11/20	\$150.00
Sheryl Meyers	Don't Get Vaped In	10/11/19	.00
Sheryl Meyers	28 th Annual NJ Am. Acad. Pediatrics	10/16/19	\$195.00
Sue Carney	Kinder Coding	1/30/2020	\$75.00
Meaghan Mallon	Streaming Ahead with Hands on Learning	1/16/2020	\$200.00
Maria Leccese	Google Apps for Education	1/13/2020	\$175.00
Christine Horohoe	Handle with Care	10/18/2019	.00
Christine Horohoe	Handle with Care Crisis	10/3/2019	.00
Laurel Barriento	Budget Advocacy 101	10/28/2019	.00
Steven Lahullier	North Jersey Genesis Users Group Meeting	10/30/2019	.00

Jessica Cohen	On the Spot Techniques for Emotional & Behavioral Problems	11/14/2019	\$299.99
Angel Baker	NJMEA State Conference	2/20-22/2020	\$170.00
Angela Jacobus	NJSBA Workshop 2019	10/23/2019	.00
Nancy Oliver	Wilson Training	09/14/2019	\$1,000.00
Angela Jacobus	Socratic Seminar (NVCC)	10/21/2019	\$200.00
Steven Lahullier	NJECC Statewide Ed Tech Conference	1/14/2020	\$110.00
Cheryl Jiosi	Audit Review	4/28/2020	\$100.00
Cheryl Jiosi	Purchasing	3/19/2020	\$100.00
Cheryl Jiosi	Areas that affect the Business Office	2/20/2020	\$100.00
Cheryl Jiosi	NJ Pension Systems	1/22/2020	\$100.00
Cheryl Jiosi	Negotiating Health Benefits	12/10/19	\$100.00
Cheryl Jiosi	Tax Sheltered Annuities & Other plans	11/21/19	\$100.00
Christine Horohoe	Recognizing Signs Symptoms of Students at risk of Hate Behavior	12/6/2019	.00
Nicole Barbarino	Recognizing Signs Symptoms of Students at risk of Hate Behavior	12/6/2019	.00

RESCIND APPOINTMENT

P2. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education rescinds the appointment of Christine Horohoe as a Full Time Behaviorist for the 2019-2020 school year.

RESCIND APPOINTMENT

P3. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education rescinds the appointment of Kaitlyn Leithauser as a Part time Occupational Therapist effective November 1, 2019.

APPOINTMENT

P4. RESOLVED: on the recommendation of the Interim Superintendent, applications be submitted to the County Superintendent of Schools in accordance with the revised statute N.J.S.A. 18A; 6-7.1 et.seq. requesting authorization for emergent hiring pending completion of Criminal History Check for the following individual for the reason indicated and on the recommendation of the Interim Superintendent, that the Board of Education appoints Kerri Izzo to the position of Special Education Teacher, for the 2019-2020 School year effective October 1, 2019 on BA Step 1 salary \$50,830*(prorated). Salary to be adjusted upon approval of the 2019/2020 contract

APPOINTMENT

P5. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approve Christine Horohoe as a .8 Part Time Behaviorist at a salary of \$75,080.00 (.8) MA+15 Step 1 for the 2019-2020 school year. Salary to be adjusted upon approval of the 2019/2020 contract.

APPOINTMENT

P6. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approve Kaitlyn Leithauser be increased to full time Occupational Therapist starting on November 1, 2019 for the remainder of the 2019-2020 school year at a salary of \$59,580.00 (prorated). Salary to be adjusted upon approval of the 2019/2020 contract.

STUDENT TEACHER

P7. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approve Maria Vitiello to observe the Speech Teacher for a total of 10 hours over 3-4 days.

STUDENT TEACHER/NURSE

P8. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approve Kelly Wilson to observe the School Nurse for one day four to six hours.

STUDENT TEACHER

P9. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approve Hannah Kertesz to observe for one day in grades 1 or 2.

EXTRA-CURRICULAR POSITIONS

P10. RESOLVED: on the recommendation of the Interim Superintendent, that the Board of Education appoint the following personnel to the listed extra-curricular positions for the 2019-2020 school year with stipends as per Schedule E of the master contract to be adjusted upon approval of the 2019/2020 contract:

Honor Society- Maria Leccese & Angel Baker

Mr. Kral asked with respect to the Honor Society is there anyway the program can start earlier since 8th grade students are already filling out High School applications, it would be something they could add and it might make a difference. Mr. Alberta stated he will look into it. Mrs. Judge Cravello remembered that in the past when students were elected to the National Honor Society letters went to the schools they had applied to informing them of the achievement.

MENTOR

P 11. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the following mentors for the 2019-2020 school year.

Jennifer O'Brien (Art)- Mentor for Justin Kemp
Cara Serpineto- Mentor for Jordyn Kessler

SUBSTITUTES

P12. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the following individuals to the coordinating Substitute lists, for the 2019-2020 school year.

Maureen Gourley- Substitute Teacher (\$85 day) and Substitute Special Education Aide (\$10.50 hour)
Caterina Nino- Substitute Latchkey Aide \$19.80 per hour
Luis Alvizuri Moron-Substitute Custodian \$14.00 per hour

BASEBALL/SOFTBALL UMPIRES

P13. RESOLVED: on the recommendation of the Interim Superintendent that the Board of

Education approves the softball umpire rate as \$76.00 for the 2019 season.

BASEBALL/SOFTBALL UMPIRES

P14. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the following rates for umpires for the 2020 Baseball/Softball season.

Baseball (1) Umpires \$83.00	Softball (1) \$76.00
(2) Umpires \$60.00 each	

SEPAC COMMITTEE

P15. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the following individuals to the SEPAC Committee for the 2019-2020 school year.

Michael Alberta- Principal
 Cara Serpineto- Teacher
 Emily Kotwica- Teacher
 Donna Johnson- Teacher
 Allison Kealy- Parent

NURSE COVERAGE

P.16 RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the school nurse to work from 3:17-4:30 PM Tuesdays and Wednesday during Volleyball season for a 504 student at a rate of \$32.00 per hour.

P1-P16

Motion Mr. Kral, Second Mr. Abboud
 Roll Call 6-0
 Motions Carried

Finance Resolutions F1-F14

F1. BILLS LIST

Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, approves the September 2019 bill list attached and listed below.

A. General Funds- Fund 10& 11	1,845.97
B. Federal Grant – Fund 20	13,787.00
C. Referendum Account-Fund 30	.00
D. Cafeteria- Fund 60	.00
E. Afterschool Program- Fund 61	.00
TOTAL PAYMENTS FOR September	\$15,632.97

TOTAL DISBURSEMENTS

ATTACHEMENT 1

F2. BILLS LIST

Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, approves the October 2019 bill list attached and listed below.

A. General Funds- Fund 10, 11 & 12	375,892.57
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B. Federal Grant – Fund 20	.00
C. Referendum Account-Fund 30	11,000.91
D, Cafeteria- Fund 60	19,170.46
E. Afterschool Program- Fund 61	2,291.13
TOTAL PAYMENTS FOR October	\$408,355.07

TOTAL DISBURSEMENTS

ATTACHEMENT 2

CHECK RUN

F3. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Interim Superintendent, authorizes a check run for the month of October 2019 with the amounts to be approved at the November 2019 meeting.

PAYROLL AUTHORIZATION

F4. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves the payroll for September 2019 as follows:

September 2019	
Fund Gross Payroll	
Fund 10	525,441.84
Fund 20	4,043.20
Fund 61	694.05
Fund 62	-
Total	530,179.09

Monthly Budgetary Line Item Status Certifications

F5. 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 August, 2019 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).

Secretary & Treasurer's Reports

F6. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary's and Treasurer's Financial Reports for the months of August 2019.

Transfers

F7. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers August 2019.

CONTRACT

F8. RESOLVED: upon the recommendation of the Interim Superintendent, the Board approves a contract with Atlantic, Tomorrow's Office for Managed IT network Support at a monthly cost of \$2150. Atlantic, Tomorrow's Office will also provide professional services to establish an independent domain for the school district at a rate of \$150 per hour, not to exceed 70 hours. Upon the establishment of the new domain the monthly support contract will begin.

EXTENDED SCHOOL YEAR

F9 RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approve the following students for extended year programs during the summer 2019. ESY mandated by IEP:

Student ID	Placement	ESY Cost
A4970	River Dell Regional School District	\$1,723.00

CORRECTIVE ACTION PLAN 2017-2018

F10. RESOLVED: upon the recommendation of the Interim Superintendent, the Board approves the update of the Corrective Action Plan due to a formatting error between the CAP and COI forms as advised by the County Office which was originally approved by the Board on February 26, 2019.

STUDENT ACTIVITY ACCOUNT

F11. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the Student Activities report for the month of July 2019.

STUDENT ACTIVITY ACCOUNT

F12. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the Student Activities report for the month of August 2019.

BID PROPOSAL

F13. RESOLVED: on the recommendation of the Interim Superintendent the Board of Education authorizes the preparation of bid proposals for towing service and appropriate signage on Board property.

Mr. Trawinski thanked Dr. Brockel for getting this on the agenda so quickly, it's for the safety of the students.

FACILITY USE

F14. RESOLVED, that upon the recommendation of the Interim 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 schedule school activities as well as construction at any time.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Midland School PTO	Vestibule area outside of Gym – Fundraiser pickup	11/12/2019	None
Class of 2020	Parking Lot/outside bathrooms-Clothing Drive	11/10/2019	None
RP Recreation -Basketball Youth*	Gym Monday, Tuesday, Wednesday, Thursday & Friday	11/1/2020 to 3/31/2020 6:16 PM-10:00PM	None
RP Recreation- Adult Basketball*	Gym- Thursdays	1/2/2020-3/26/2020 8:30PM to 10PM	None
RP Recreation- Adult Basketball*	Gym- Tuesday and Thursdays	April 1,2020 thru June 2020	None

		8:00 PM to 10:00 PM	
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*Pending receipt of concussion forms and new insurance after Jan 1, 2020.

There was a discussion regarding the conflict with days (Thursday's) between the Youth Basketball and the Adult Basketball programs. It was stated that the two groups will work out a schedule between them. Also, there was some concern that the programs were monopolizing the gym and it would then not be available for months at a time. It was discussed that the permission is always granted with the caveat that the Superintendent/Board reserves the right to schedule other activities in that area.

F1-F14

Motion Mr. Trawinski, Second Mrs. Holz

Roll Call 6-0

Motion Carried

VIII. 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 not to exceed 30 minutes. Citizens should give their name and address when recognized to speak.

Mrs. Fagan James St and Mrs. O'Brien Peek St.- questioned a letter they received from Latchkey regarding upcoming days off. It's an inconvenience to the parents if they are working on those days. They also felt it was short notice. Dates in question were the parent/teacher conference days and ½ days before Thanksgiving and Christmas. There is also a parent/teacher day in April as well. The parents questioned not being given much notice, and why do they pay the same amount each month, but some months are shorter than others.

Mr. Alberta explained that these dates were in the handbook that is available online. Dates were decided back in June. Mrs. Jiosi added that the sum total of all days is added and then divided by the number of months. This way the amount is always the same and parents know what to expect.

Mrs. Judge Cravello added that the program is run by our certified teachers and therefore, during conference times they are required to be available to hold parent conferences. There was some further discussion regarding parent notification of the handbook being online.

IX. Announcements: The next regular Board of Education meeting will be held on November 19, 2019 at 7:00 P.M. in the Library/Media Center.

X. Executive Session (if needed)

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

Motion Mr. Kral, Second Mr. Abboud to open executive 8:25 PM

Roll Call 6-0

Motion Carried

Motion Ms. Holz, Second Ms. Wuthrich to close executive 9:35 PM

Roll Call 6-0

Motion Carried

XI. Additional Motions (if needed)

SUPERINTENDENT SEARCH

A1. RESOLVED: on the recommendation for the Interim Superintendent the Board of Education appoints R-Pat to conduct a Superintendent Search for the district.

Motion Ms. Holz, Second Ms. Wuthrick

Roll Call 6-0

Motion Carried

XII. Adjournment

Motion Ms. Wuthrick, Second Ms. Holz

Roll Call 6-0

Motion Carried