

Rochelle Park Board of Education  
Regular Meeting Minutes 7:00 P.M.  
September 17, 2019

- I. Call to Order
- II. Roll Call

Board Member	Present	Absent
Mr. Matt Trawinski, Vice President		X (7:03PM)
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. Rex Leka, Building & Grounds Supervisor
- Mrs. Ellen Kobylarz, Board Recording Secretary

III. Pledge of Allegiance

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. Interim Superintendent Dr. Brockel reported that the opening of school went smooth, no problems, everyone was smiling.
- B. Business Administrator Mrs. Jiosi reported the following:
  - 1. The Auditors will have their preliminary report next week. They will present that to the Board at the next meeting. Final figures will not be in for some time therefore, we will not have a final report until those figures are posted by the state.
  - 2. Discussion on a last-minute facility use request.
  - 3. Bussing, no issues with Hackensack. Special Ed and Paramus Catholic have had some issues. The Business Office is working with Region V and South Bergen Jointure on these problems.
  - 4. There are dead trees on the property. Mrs. Jiosi has been in contact with a tree company and they will be removed.
- C. Director of Curriculum and Instruction Mrs. Hurd reported the following:
  - 1. NJSLA score reports will be mailed out tomorrow Sept 18<sup>th</sup> for grades 4-9. Ninth being last year’s 8<sup>th</sup> graders. Teachers have been reviewing the reports.
  - 2. Next month will be the District Testing Presentation

D. Principal's report

1. Teacher orientation days went well a number of topics/materials were covered.
2. First day of school, drop off also went well. Middle School students are adjusting to the new schedule. Mr. Alberta held meetings with students in grades 6,7, & 8.
3. Patriot day- Students/Staff were all dressed in Red, White, & Blue, special announcement was made over the PA.
4. Back to School Nights will be held on Sept. 19<sup>th</sup> in grades K-5 and Sept 26<sup>th</sup> in 6-8
5. Start with Hello week Sept 23-27. This is a new initiative that supports the "Sandy Hook Promise" organization. Will involve students K-8. Focus on activities that support the themes of Meeting New People, Helping Others, Being Kind, Diversity, and School Spirit
6. Looking ahead- Student Council Candidate Speeches, Student Council Vote, Boosterthon.

E. PTO- No report

F. Board Committees, Mr. Kral stated that security measures are still being explored.

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 public present

VII. Items for Board Action-Resolutions

Routine Matters Resolutions R1-R9

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.

August 20, 2019 Regular & Executive  
August 27, 2019 Special & Executive

R2. RESOLVED: that on the recommendation of the Interim Superintendent, the Board of Education approves the submission of the Statement of Assurance regarding the use of paraprofessional staff for the 2019-2020 school year, to the New Jersey Department of Education.

R3. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves a second reading and adoption of the following Policy.

Policy#8550- Unpaid Meal Charges/outstanding Food Service Charges

R4. RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves a first reading of the following Policy and Regulation.

Policy& Regulation #7510- Use of Facilities

R5. 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
Latchkey Students	Local Library	Once a week, (weather permitting) beginning in October through June	.00

R6. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approve the following Board Goals for the 2019-2020 school year.

1. School Climate- Conduct a school climate survey and seek opportunities for improving school climate and culture including positive student behaviors, staff training, student training and awareness, diversity, and County and Regional resources.
2. K-8 Math- Provide focused attention on the District's K-8 Math program by analyzing staff development opportunities, textbook and related materials presentations and working collaboratively with teachers to increase students' knowledge and skills in mathematical concepts.
3. Security- Continue to explore and implement improved safety techniques and new technologies to enhance staff and students' safety, security and well-being.
4. Phase 1 Construction- Complete and submit a new long range facility plan with the District's Architect-of-Record with an eye toward beginning Phase 1 construction and renovation in the summer of 2020.

R7. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves a shoe collection drive in conjunction with the Soles-4-Souls campaign. The drive will run for two weeks dates TBD.

R8. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the donation of school supplies from Stantec, a local engineering firm in Rochelle Park as part of their Community week.

R9. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the School Districts Google Chromebook Guidelines, Procedures, and Information Handbook as well as the Parent/Guardian/Student Chromebook Agreement form.

R1-R9.

Motion Ms. Wuthrick, Second Mr. Sorrentino

Roll Call R1. 6-0-1 (Wuthrick Abstain on Minutes) R2-R9 7-0

Motions Carried

Personnel Resolutions P1-P11

P1. Professional Development

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.

Liz Nam	Admissions Presentation Breakfast	9/17/2019	\$.00
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Liz Nam	Bergen County Tech Middle School Counselor Into Sessions	9/25/2019	\$.00
Cheryl Jiosi	NESBIG Meetings	9/11,2/5,5/20	\$.00
Michael Alberta	NJPSA Legal One Principal/VPs Survival Guide	October 4, 2019	\$.00
Michael Alberta	BCEA 'Suicide & Mental Health Issues in Students'	10/8/2019	\$.00
Cheryl Jiosi	Office of Controller/State Reports	10/8/19	\$100.00
Cheryl Jiosi	Legislative & Legal update	9/24/19	\$100.00
Jennifer O'Brien (PE)	Lake Conference for K-12 Physical Education	10/20-10/21/19	\$125.00
Steve Lahullier	E Rate Service Provider and Applicant Training	10/22-23/19	\$.00
Steve Lahullier	10 <sup>th</sup> Annual Educational Technology Conference	11/15/2019	\$.00

P2. RESOLVED: that on the recommendation of the Interim Superintendent, the Board of Education approves tuition reimbursement for course taken during the summer of 2019 as follows:

Liz Nam	6 credits	\$322.14
Meaghan Mallon	9 credits	\$598.50
Theresa Roman	6 credits	\$322.14
Allison Sherry	6 credits	\$1,965.00

P3. RESOLVED: upon recommendation of the Interim Superintendent, that the Board of Education approves Rita Alvarez to the list of Substitute Classroom Assistants for the 2019-2020 school year at a rate of \$10.05 per hour.

P4. RESOLVED: on the recommendation of the Interim Superintendent, that the Board of Education approve the following list of substitute teachers for the 2019-2020 school year at a rate of \$85.00 per day:

Rita Alvarez  
Benicia D'sa – pending background check completion

P5. RESOLVED: upon recommendation of the Interim Superintendent, that the Board of Education approves the following individuals to the list of Latchkey Substitutes for the 2019-2020 school year.

Kristina Gorgone  
Claudette Geoffroy  
Nalini Balakrishnan

P6. RESOLVED: on the recommendation of the Interim Superintendent that the Board of Education approves the following persons named to the School Improvement Panel and District Evaluation Advisory Committee for the 2019-2020 school year.

Dr. Richard Brockel  
Mr. Michael Alberta  
Mrs. Cara Hurd  
Mrs. Lisa Fletcher

Mrs. Angela Jacobus  
Mrs. Jen O'Brien (Art)  
Mrs. Christine Raimondi  
Mrs. Theresa Roman

P7. Appointment

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 Jean Grater to the position of Special Education Aide, for the 2019-2020 School year effective September 18, 2019 at a prorated salary of \$20,462.00\*. Salary to be adjusted upon approval of the 2019/2020 contract

P8. Appointment

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 Kathryn Jensen to the position of Special Education Aide, for the 2019-2020 School year effective September 18, 2019 at a prorated salary of \$20,462.00\*. Salary to be adjusted upon approval of the 2019/2020 contract

P9. Appointment

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 Cynthia Lynch to the position of Special Education Aide, for the 2019-2020 School year effective October 1, 2019 at a prorated salary of \$19,958.00\*. Salary to be adjusted upon approval of the 2019/2020 contract

P10. Appointment

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves 1 teacher to work no more than 2 hours a month at \$32/hour on school promotion/public relations activities.

P11. Extra-Curricular Positions

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:

Kaitlin Gallagher - Student Council  
Jennifer O'Brien (PE) – Softball Coach/Volleyball Coach

P1-P11

Motion Ms. Holz, Second Mr. Kral

Roll Call P1-P9 7-0

Dr. Brockel pulled resolution P10 for further clarification.

P11 7-0

Motions Carried

Finance Resolutions F1-F11

F1. Bill List

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

A. General Funds- Fund 10& 11	\$6,343.66
B. Federal Grant – Fund 20	\$ .00
C. Referendum Account-Fund 30	\$ .00
D, Cafeteria- Fund 60	\$ .00
E. Afterschool Program- Fund 61	\$ .00
TOTAL PAYMENTS FOR August	
TOTAL DISBURSEMENTS	\$ 6,343.66

ATTACHEMENT 1

F2. Bill 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	\$ 181,536.92
B. Federal Grant – Fund 20	\$ .00
C. Referendum Account-Fund 30	\$ 4,600.00
D, Cafeteria- Fund 60	\$ 12,145.67
E. Afterschool Program- Fund 61	\$ 5,832.97
TOTAL PAYMENTS FOR September	
TOTAL DISBURSEMENTS	\$204,115.56

ATTACHEMENT 2

F3. Check Run

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 September 2019 with the amounts to be approved at the October 2019 meeting.

F4. Payroll Authorization

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

August 2019	
Fund Gross Payroll	
Fund 10	191,399.03
Fund 20	-
Fund 61	387.50
Fund 62	8,521.35
Total	200,307.88

F5. 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, 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).

F6. Secretary & Treasurer's Reports

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

F7. Transfers

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

Qualified Purchasing Agent

F8. RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education appoints Cheryl Jiosi, as the Temporary Purchasing Agent, effective October 1, 2019, for a second year, according to statute due to a vacancy in the Office of Purchasing Agent and during this term of appointment the bid threshold remains at the maximum amount allowed. Required documentation will be submitted to the Director of Certification Unit for the Division of Local Government Services.

School Physician

F9. RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves a contract with Dr. Paul Keshishian to provide School Physician Services for the school year 2019-2020 at a cost of \$2310.

Cafeteria Account

F10. RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education authorizes the cafeteria account to zero out negative balances in support of Policy 8550 effective September 18, 2019. Based on the new policy, the necessary steps will be taken to ensure the negative balances are addressed per the policy.

Facility Use

F11. 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
Girl Scouts Northern New Jersey Service Unit 129	Main Hallway-membership table	September 19, 2019	None
Recreation- Township of Rochelle Park-	William Street-Assembly for Ragamuffin Parade	October 26, 2019	None

Midland Class of 2020	Parent Meeting	January 13, 2020 and February 10, 2020	None
RP Basketball	Main Hallway membership table	September 19 & 26, 2019	None
Midland School PTO	Main Hallway membership table	September 19 & 26, 2019	None
Knights of Columbus	Field	9/22/2019 3-5 PM	None

F1-F11

Motion Mr. Trawinski Second Mr. Kral

Roll Call: 7-0

Motions Carried

Addendum

RESIGNATION

A1. RESOLVED: that the Board of Education accept with regret Kristine Berta's resignation dated September 5, 2019 from the Rochelle Park School District effective September 15, 2019.

Motion Mr. Kral, seconded Mr. Abboud

Roll Call 7-0

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.

No public present

IX. Announcements: A The next regular Board of Education meeting will be held on October 22, 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. Sorrentino 7:22 PM

Motion Mr. Trawinski Second Ms. Wuthrick 9:30 PM

Roll Call 7-0

Motions Carried

XI. Adjournment

Motion Mr. Abboud Second Mr. Sorrentino

Roll Call 7-0

Motion Carried