

**Rochelle Park Board of Education
Regular Meeting Minutes-7:30 P.M.
January 13, 2014**

- I. Call to Order and Flag Salute led by Mr. Allos**
- II. Roll Call**

Board Member	Present	Absent
Mr. Mark Scully, Vice President		X
Mr. Sam Allos.	X	
Mrs. Ariene Ciliento Buyck	X	
Mrs. Teresa Cravello	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Jay Esposito, President	X	

Others present:

- Dennis McDonald, Interim Superintendent
- Christine Werner, Board Administrator/Board Secretary
- Ellen Kobylarz, Board Recording Secretary

III. 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”

IV. Superintendent’s Report Dr. McDonald reported the following:

- **Several personnel appointments- Rob Armstrong to the Substitute Teacher list, Substitute Latchkey list and Baseball Coach for the 2013-2014 season. Gymnastic Coaches Sam Ramirez, Bonnie Loverich and Jessica Calderone.**
- **A resolution for Mrs. Hurd to attend a workshop.**
- **Overview of the Professional Development being given for the Teaching Staff on January 21, 2014**

V. Business Administrator’s Report Mrs. Werner reported the following:

- **Gave an update on bill S2086 regarding time filing for school board elections. It’s been moved back to July 28th before 4:00PM**
- **She reminded the Board Members of obligations that need to be taken care of, such as training etc.**
- **In the past the Board took an ad out in the yearbook, she asked the Board if they wanted to place an ad in this year’s yearbook. *The board agreed to do so.***

VI. Public Questions on the Resolutions (Agenda Items Only)

During this portion of the meeting, the residents are invited to address the Board regarding the agenda items only.

Motion by Mrs. Leakas, seconded by Mrs. Buyck, to open public comment at 7:40 pm.
Roll Call 6-0
Motion Carried

None

Motion by Mrs. Cravello, second by Mrs. Lauerman, to close public comment at 7:41 pm.
Roll Call 6-0
Motion Carried

VII. Items for Board Action-Resolutions

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

School Board Recognition Month in New Jersey

Proclamation

- WHEREAS,** The New Jersey School Boards Association has declared January 2014 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and
- WHEREAS,** The Rochelle Park Township Board of Education is one of more than 580 local school boards in New Jersey that sets policies and oversees operations for public school districts; and
- WHEREAS,** The Rochelle Park Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and
- WHEREAS,** New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and
- WHEREAS,** New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
- WHEREAS,** School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and
- WHEREAS,** Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
- WHEREAS,** New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Rochelle Park Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2014 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Rochelle Park Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

ROUTINE MATTERS RESOULTIONS R1-R5
POLICY #0168- APPROVALS OF BOARD MINUTES

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

December 2, 2013 Caucus Meeting & Executive Session
December 9, 2013 Regular Meeting & Executive Session

Motion by Mrs. Leakas, second by Mr. Sam Allos,
Roll Call 6-0
Motion Carried

POLICY#5200 ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of December 2013 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	456	1- 4 th Grader	
Hackensack H.S.	156.50	1-5 th Grader	
Academies/Technical Schools	17	1-7 th Grader	
Totals	629.50		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	6860	Possible Days	750
Days Present	6536	Days Present	726
Days Absent	324	Days Absent	24
% Present	95.2%	% Present	96.8%
% Absent	4.8%	% Absent	3.2%

Motion by Mrs. Leakas, second by Mr. Sam Allos,
Roll Call 6-0
Motion Carried

POLICY #8420 EMERGENCY & CRISIS SITUATIONS

R3. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of December 2013 for the Rochelle Park School District.

**Fire Drill December 19, 2013
Security Drill December 20, 2013**

Motion by Mrs. Leakas, second by Mr. Sam Allos,
Roll Call 6-0
Motion Carried

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for December 2013 on behalf of the Rochelle Park School District.

December 2013

Reported Cases: 0
Number of Cases open: 0
Number of Cases closed: 0
Number of Incidents determined to be HIB: 0

Motion by Mrs. Leakas, second by Mr. Sam Allos,
Roll Call 6-0
Motion Carried

POLICY #2340 – FIELD TRIPS

R5. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the eighth grade class trip as follows:

2014 8th Grade Class Trip

DATE: Wednesday, Thursday & Friday, June 4th-6th, 2014
DEPARTURE: Midland School -Wednesday, June 4th, 2014- approx. 7:00 A.M.
DESTINATION: Washington, D.C.
ITINERARY: visit Smithsonian National Mall, Holocaust Museum, Lincoln, Korean War and National WWII Memorials. Arlington National Cemetery, Iwo Jima Marine Memorial, Vietnam Veterans memorial, Jefferson, FDR and Martin Luther King Jr. Memorials, DC by Foot, Lincoln Assassination Walking Tour, Library of Congress, Capitol Building, Supreme Court.
RETURN DEPARTURE: Washington D.C. Friday, June 6th, 2014-approx. 2 P.M., with an estimated time of arrival at Midland School 6:30 P.M.
COST: To be borne by the parents

Motion by Mrs. Leakas, second by Mr. Sam Allos,
Roll Call 6-0
Motion Carried

PERSONNEL RESOLUTIONS P1-P14
POLICY#4111- HIRING CERTIFIED PERSONNEL

***P1. RESOLVED,**
on the recommendation of the Superintendent that the Board of Education rescinds the

appointment of Melanie Siliato to the position of Guidance Counselor starting January 20, 2014 until the end of the 2013-2014 school year on MA, Step 1 salary (prorated) to be determined upon settlement of the master contract for the 2013- 2014 school year.

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P2. RESOLVED, that 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 Superintendent that the Board of Education appoint Melanie Siliato to the position of Guidance Counselor starting January 20, 2014 until the end of the 2013-2014 school year on MA, Step 2 salary (prorated) to be determined upon settlement of the master contract for the 2013-2014 school year.**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P3. RESOLVED, that 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 Superintendent that the Board of Education appoint David Shamah to the position of .5 School Psychologist starting February 11, 2014 until the end of the 2013-2014 school year on MA+30, Step 1 salary (prorated) to be determined upon settlement of the master contract for the 2013- 2014 school year.**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

POLICY #3141 RESIGNATION

***P4. RESOLVED: that the Board of Education accept Ray Soff's letter of resignation as a Latchkey Aide in Charge for the Rochelle Park School District effective January 11, 2014. We wish him much success in the future.**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P5. RESOLVED: that the Board of Education accept Patricia (Trish) Daubner's letter of resignation as a Latchkey Aide in Charge for the Rochelle Park School District effective December 20, 2013. We wish her much success in the future.**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

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 2013-2014 school year at a rate of \$85.00 per day:**

**Robert Armstrong
Marijana Lisica- Pending verification of Criminal History**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P7. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve to the following list of substitute latchkey aides for the 2013-2014 school year.**

**Ray Soff
Rob Armstrong**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P8. RESOLVED, that 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 Superintendent that the Board of Education appoint Mary F. Simmons to the position of Latch key Aide in Charge starting January 2, 2014 until the end of the 2013-2014 school year at a rate of \$20.00 per hour plus an additional \$6,000.00 stipend (prorated).**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P9. RESOLVED, that 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 Superintendent that the Board of Education appoint Charity Lee to the position of Latch key Aide starting January 2, 2014 until the end of the 2013-2014 school year at a rate of \$20.00 per hour. Ms. Lee will fill in as Aide in Charge when needed on a per diem basis.**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P10. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following personnel for the remainder of the 2013-2014 school year at a salary to be determined upon settlement of the master contract for the 2013-2014 school year, hours not to exceed 27.5 for part time positions.**

Christine Esposito- Part Time Special Education Classroom Assistant

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

9541 Student Teachers-Interns

***P11. RESOLVED: that the Board of Education approve the following Internship for Deandra Donato in Ms. O'Brien's class for the spring 2014 semester.**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

9180 SCHOOL VOLUNTEERS

P 12 . RESOLVED upon recommendation of the Superintendent the Board of Education approves the following persons (pending criminal history checks), as parent volunteers for the 8th grade trip.

Jeff Vladyka, Jim Miastkowski, Veronica Belvin, Susie Becker, Brenda Palmer-Serra, Walter Eckardt and Valerie Vladyka as an alternate if needed.

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P13. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:**

Mrs. Hurd to attend "Monitoring & Adjusting SGO's, Conducting SGO Assessments, and Sharing SOP's: on January 22, 2014 at no cost to the district for registration.

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

***P14. RESOLVED: on the recommendation of the Superintendent, that the Board of Education appoints the following personnel to the listed extra-compensation positions for the 2013-2014 school year stipend to be determined upon the settlement of the master contract for the 2013-2014 school year.**

**Baseball Coach
Gymnastics Coach (2 positions)
Will share 1 stipend**

**Rob Armstrong
Sam Ramirez
Bonnie Loverich/Jessica Calderone**

Motion by Mr. Allos seconded by Mrs. Cravello
Roll Call 6-0
Motion Carried

FINANCE AND INSURANCE-RESOLUTIONS F1-F7
POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the January 2014 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills- Fund 10	567,042.79
B. Regular Bills – Fund 20	32,762.45
C. Capital Projects-Fund 30	0
D, Debt Service- Fund 40	0
E. Food Service- Fund 50	11,186.42
F. Enterprise- Fund 51	165.37
TOTAL PAYMENTS FOR January	
TOTAL DISBURSEMENTS	\$611,157.03

ATTACHEMENT

Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

F2. RESOLVED, that the Rochelle Park Board of Education approves the December 2013, payroll in the amount of \$ 502,065.86.

Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

POLICY #6820 FINANCIAL REPORTS
Monthly Budgetary Line Item Status Certifications
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 month of November 2013.

Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

ATTACHMENT

F4. 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 December 30,2013 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 © 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 Mrs. Cravello, second by Mrs. Leakas,

Roll Call 6-0
Motion Carried

F5. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the month of December 2013.

ATTACHMENT

Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

F6. Approval to Implement Chapter 78 – Section 125 Flexible Spending Accounts and Premium Only Plans Pursuant to the requirements of NJPL 2011 Chapter 78, the Rochelle Park Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program and Premium Only Plan (POP) effective February 1, 2014, as follows:

Pursuant to the “FSA Services & Pricing Comparison” marketing completed by our broker, Brown & Brown Benefit Advisors and dated February 1, 2014, the Board accepts the recommendation of Brown & Brown Benefit Advisors to designate Aflac as the Board’s Section 125 POP & FSA administrator at no cost to the district, with the understanding that Aflac will continue to have the opportunity to offer its voluntary plans to our employees. The premiums for these voluntary plans are fully paid for by the employee(s).

The Board appoints Brown & Brown Benefits Advisors, Inc. as its broker-of-record for the district’s FSA and POP programs, as well as for any Aflac voluntary plans purchased by the employees.

All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

F7. RESOLVED, that 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 at any time.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
RP Cub Scouts-JM	Classroom	12/6/2013,1/3,1/17,2/7,2/21,3/7,3/21/2014	None
RP Girl Scouts-MC	Classroom	1/9,1/23,2/6,2/20,3/6,3/20/2014	None
RP Girl Scouts-KL	Classroom	12/11,12/18/2013, 1/8,1/22, 2/5,2/12,3/5, 3/19,4/2,4/16,5/7,5/21,6/6/2014	None
RP Girl Scouts-95939	Classroom	1/16/14,2/13,2/27,/3/13,3/27, 4/10,5/1,5/15/2014	None
Rochelle Park Baseball	Gym- Weeknights 5:30-8:30	February- Mid April- with the understanding that basketball has first	None

		preference on Monday, Wednesday & Thursday.	
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Motion by Mrs. Cravello, second by Mrs. Leakas,
Roll Call 6-0
Motion Carried

VIII. Reports-Community Action Items

2014 School Year

Finance President Esposito, Spoke about his first experience signing checks, his hand still hurts.

Education Mrs. Lauerma, Waiting for a date from the administration.

Transportation Mrs. Buyck, Committee will be meeting next week to discuss bus issues.

Building & Grounds President Esposito, going forward with the referendum process.

Mrs. Werner stated there will be activity in the building on Monday, January 20th with regard to preliminary testing.

Community & School Activities Mrs. Leakas, Knights of Columbus free throw is this coming week, MRPG softball program and RP Baseball are holding registrations. Baseball is having their beefsteak on January 24, Recreation is once again offering bowling at Bowler City, Other events coming up 6,7,8th Grade Winter dance, adult basketball on Thursday's, Kindergarten registration, Midland Idol Feb 21st.

Legislation Mrs. Cravello, two bills one on social media. Students in 6-8 grades take technology courses, this would be on purpose and use, cyber safety.

Policy Mrs. Buyck, no report *Mr. Allos asked for the policy on uniforms.*

Board/Staff Relations Mrs. Lauerma, nothing to report

Negotiations Mr. Allos, nothing to report

Joint Boards Coordination Mrs. Cravello, mid- terms are coming up, check the HS website, Also early college decisions days. ACT/SAT will be held in March

Bergen County School Boards Mrs. Lauerma, Next meeting Carlstadt Feb 4th.

New Jersey School Boards Mrs. Cravello, Training is coming up. NJSB has many different programs, check out the website.

Municipal Alliance Liaison Mr. Allos, attended the township re-organization. He would like to see more participation from the council at our meetings.

VIII. Open to the Public (Any Item)

During this portion of the meeting, the residents are invited to address the Board with any questions, comments or concerns that may be in respect to the operation of their school.

Motion by Mrs. Buyck, seconded by Mrs. Lauerma to open public comment at 8:00 pm.
Roll Call 6-0
Motion Carried

Mrs. McElroy W. Oldis St- problems with the bus again, Maywood and Hackensack kids are getting on the bus to go to the Plaza.

Dr. McDonald stated he called the Principal of the High School and expressed the concerns that the supervising staff seems to not be checking to see that the proper students are getting on the proper buses. McDonald will request a meeting.

Mrs. Pascarella Thiem Ave – inquired about NJASK prep Classes grading why and S or N is being used compared to A,B, C. Mrs. Pascarella also asked why student strengths and weaknesses were not given.

Dr. McDonald- stated they are not a mandatory class offering so it's satisfactory or unsatisfactory. He continued to state that if you look at the back of the Parent report it will tell you where the problems are. He is planning to meet with the teachers and go over the reports.

Mrs. Vladyka Peek St- informed the Board that since winter break the drop of has been terrible, parents are not listing and moving up.

Dr. McDonald – both custodians are out there trying to do their best. He will send a traffic reminder out reminding parents that they should be pulling all the way up and not stopping by the door. There was a discussion by the Board Members as to suggestions and issues. President Esposito assured Mrs. Vladyka that something will go out.

Motion by Mr. Allos, seconded by Mrs. Cravello, to close public comment at 8:10 pm.

Roll Call 6-0

Motion Carried

X. Announcements

The next Caucus Meeting will be held on Monday, February 3, 2014 at 8:00 PM in the Media Center.

XI. 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:

Personnel and Contract Negotiations

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 Mrs. Leakas, seconded by Mr. Allos, to open Executive Session at 8:12 pm.

Roll Call 6-0

Motion Carried

Motion by Mrs. Leakas, seconded by Mrs. Lauerman, to close Executive Session at 8:49 pm.

Roll Call 6-0

Motion Carried

Motion by Mrs. Buyck, seconded by Mrs. Cravello, to resume Regular Meeting Agenda at 8:50 pm.

Roll Call 6-0
Motion Carried

Addendum A1

WHEREAS, Rochelle Park Board of Education (hereinafter referred to as the "Board") and the firm of Environetics Group Architects, P.C. (hereinafter referred to as the "Architect") are parties to an Agreement dated October 11, 2013 for Architect of Record and pre- and post-referendum services (hereinafter referred to as the "agreement"), and

WHEREAS, the Architect has submitted a proposal to convert the fee for post-referendum architectural services to a lump sum; and

WHEREAS, the Architect has submitted a proposal for Extended Construction Administration services in connection with the referendum project, and

WHEREAS, the parties are desirous of amending the Agreement to reflect a lump sum fee for post-referendum services and Extended Construction Administration services, as set forth in the Addendum attached hereto, made a part hereof and incorporated by reference.

NOW, THEREFORE, BE IT RESOLVED, that the Architect is hereby authorized to provide post-referendum services, including, but not limited to the preparation of final plans and specifications for the project, the submission of same for approval to the governmental authorities with jurisdiction over this project and to provide bidding and extended construction administration services.

BE IT FURTHER RESOLVED THAT the Business Disclosure Form shall be placed on file with this resolution and a Notice of Award shall be published in the official newspaper of the Board.

Motion by Mrs. Cravello, seconded by Mr. Allos,
Roll Call 6-0
Motion Carried

XII. Adjournment

Motion by Mrs. Cravello seconded by Ms. Buyck, to adjourn meeting at 8:54 pm.
Roll Call 6-0
Motion Carried