

Rochelle Park Board of Education
Regular Meeting 7:00 P.M.
June 18, 2019

I. Call to Order
II. Roll Call

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

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
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 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”

V. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss a contractual matters.

Motion_____ Second_____ to open at _____ P.M.

Motion_____ Second_____ to close at _____ P.M.

VI. Acknowledging Art Students- Mr. Alberta & Mrs. O'Brien

VII. Reports

- A. Interim Superintendent
- B. Business Administrator
- C. Director of Curriculum and Instruction
- D. Principal
- E. PTO
- F. Board Committees, as needed:

(Curriculum, Finance, Facilities, Personnel, Policy, Negotiations)
G. Board Liaison:
(NJSBA/BCSBA, Joint Boards, Liaison to the Township Committee)

VIII. Public Comment (Agenda Items Only)

The Board of Education reserves the right to hold public comment on agenda items only, at its discretion, at its regular monthly public meetings in accordance with Bylaw 0167. 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. Please be reminded that this meeting is being recorded.

IX. Items for Board Action-Resolutions
Routine Matters Resolutions R1-R7

R1. Approval of Minutes

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the minutes of the following meetings:

May 21, 2019 Regular Meeting & Executive
June 11, 2019 Special Executive Meeting & Executive

R2. Attendance

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the attendance report for the month of May 2019 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	499		
Hackensack H.S.	135		
Academies/Technical Schools	24		
Totals	658		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	9980	Possible Days	1092
Days Present	9629	Days Present	1047
Days Absent	351	Days Absent	45
% Present	96%	% Present	95.8%
% Absent	4%	% Absent	4.2%

R3. Emergency & Crisis Situations

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following Fire and Security drills held in the month of May 2019 for the Rochelle Park School District.

Fire Drill May 29, 2019 and May 31, 2019
Security Drill May 29, 2019

R4. Harrassment Intimidation and Bullying

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following HIB Report for May 2019 on behalf of the Rochelle Park School District.

May 2019
Reported Cases: 1

Number of Cases open: 0
 Number of Cases closed: 1
 Number of Incidents determined to be HIB: 0

R5. Statement of Assurance/School Security

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the submission on the Statement of Assurance and corresponding documentation to the Department of Education for the 2018-2019 school year.

R6. RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following students for extended year programs during the summer 2019.

Student ID	Placement	ESY Cost
15999	South Bergen Jointure Commission	\$3,600.00
18598	Cresskill Public School	*
15802	Cresskill Public School	*
100006	New Bridges -BCSS	*
00000088	Washington South-BCSS	*
23010	River Edge	*
18201	Pascack Hills High School	*
15552	River Dell	*
9707213628	Felician School for Exceptional Children	\$6,536.46
24064	River Edge	*

*Final tuition amount will be approved at August Board of Education meeting. ESY mandated by IEP.

R7. Latchkey Before and After School Programs

RESOLVED: that, upon recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the 2019-2020 policies and procedures for the Before and After School Programs.

R1-R7

Motion _____ **Second** _____

Personnel Resolutions P1-P19

P1. Professional Development

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the participation of the persons named at the following workshops/conferences:

Faculty	Name of Workshop	Date	Cost
Liz Nam	NJ School Counselor	October 4, 2019	\$139.00

	Association		
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P2. Extended School Year

RESOLVED: upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education revise Jessica DiCori’s position as Co-Pre K Teacher to PreK Teacher for the summer extended school year program for 15 days from July 1-July 25 at her hourly rate not to exceed 45 hours.

P3. Summer Custodial Help

RESOLVED: upon the recommendation of the Interim Superintendent that the Rochelle Park Board of Education approve the following individuals as summer custodial help at a rate of \$14.00 per hour June 21, 2019 to September 6, 2019.

Liridon Leka- (pending criminal history)
Jennifer Pinto
Andrew Cupo

P4. Substitute Custodians

RESOLVED: upon recommendation of the Interim Superintendent that the Rochelle Park Board of Education approve the following individuals to the list of substitute custodians for the 2019-2020 school year at a rate of \$14.00 per hour.

Erion Abazi – (pending criminal history)

P5. Tuition Reimbursement

RESOLVED: that on the recommendation of the Interim Superintendent, the Board of Education approves (pending official transcripts) the tuition reimbursement for courses taken during the 2018-2019 school year as follows:

Kaitlyn Gallagher	9 Credits	\$5,078.25
Maria Leccese	9 Credits	\$928.00
Meghan Mallon	9 Credits	\$978.00
Jennifer O’Brien (PE)	9 Credits	\$4,062.60
Theresa Roman	3 Credits	\$387.00
Allison Sherry	6 Credits	\$1,015.46

P6. 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 Nicole Barbarino to the position of .6 School Psychologist September 1, 2019 until June 30, 2020 on MA 30 Step 8* at a salary of \$ 43,218.*.

*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

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 Stephen Lahullier to the position of Coordinator

of Technology Services July 1, 2019 until June 30, 2020 at a salary of \$80,000.00.

P8. Resignation /Retirement

RESOLVED: upon recommendation of the Interim Superintendent that the Board of Education accept Dr. Steven Sacco resignation letter dated May 30, 2019 from the Rochelle Park School District effective July 1, 2019. We wish him much luck and happiness in his future endeavors.

P9. Resignation/Retirement

RESOLVED: upon recommendation of the Interim Superintendent that the Board of Education accept Mr. Fabian Tenaud resignation letter dated June 13, 2019 from the Rochelle Park School District effective October 1, 2019. We wish him much luck and happiness in his future endeavors.

P10. Latchkey Coordinator

RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves Donna Johnson as the Latchkey Coordinator for the 2019-2020 school year, at a stipend of \$6,000.00 paid bi-monthly.

P11. Rescinds Appointments

RESOLVED : upon the recommendation of the Interim Superintendent , that the Board of Education Rescinds the appointment of Christine Moran from the position of .8 Occupational Therapist as per Ms. Moran's request.

Rescinds Appointments

P12. RESOLVED : upon the recommendation of the Interim Superintendent , that the Board of Education rescinds the appointment of Daniela Barbieri from the position of Summer School Teacher as per Ms. Barbieri's request.

P13. Summer Volunteer- Enrichment

RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approve Alyssa Nguyen as a Summer Enrichment Volunteer for 2019.

P14. Summer Pre-school Aides

RESOLVED upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education approve the following personnel for the positions listed in conjunction with a summer programs to run during the month of July 2019.

Mary Pichardo Special Education Aide	\$19.80 per hour (not to exceed 56 hours)
Mari Zambrano Special Education Aide	\$19.80 per hour (not to exceed 56 hours)
Bernadette Holzmann Special Education Aide	\$19.80 per hour (not to exceed 56 hours)
Claudette Geoffroy- Special Education Aide	\$19.80 per hour (not to exceed 56 hours)
Stephanie Fernandes Special Education Aide	\$22.00 per hour (not to exceed 56 hours)

P15. Summer Enrichment Teachers/Aide

RESOLVED upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education approve the following personnel in conjunction with the summer enrichment program, effective July 1, 2019 to August 9, 2019, to work up to 3 1/4 hours per day as scheduled, (based on student enrollment).

Teachers \$32.00 per hour
Mrs. Joan Gutkowski

Substitute Teachers \$32.00 per hour
Mrs. Cahill

Ms. Stephanie Fernandes
Mrs. Elaine Rainone
Mrs. Cathleen Hernando
Ms. Krystal Hughes

Nurse/ Aide \$22.00 per hour
Mary Monnachio

P16. Appointment of School Board Attorney

RESOLVED: that, the Rochelle Park Board of Education appoints the law firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC of Oakland NJ to serve as legal counsel for the school district for legal matters on an as needed basis from July 1, 2019 to December 31,2019.

P17. Appointment of Treasurer of School Monies

BE IT RESOLVED, that in accordance with N.J.S.A. 18A, 13-14 the Rochelle Park Board of Education appoints Matthew Lynaugh as Treasurer of School Monies for the period of July 1, 2019 through December 31, 2019 at a salary of \$2380.

P18. Appointment Custodian

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 Diter Hakrama to the position of Custodian August 1, 2019 until June 30, 2020 on Step 4 at a salary of \$42,556.00* (pro rated).

*Salary and/or Step to be adjusted upon approval of the 2019/2020 contract

P19. Appointment Payroll Services

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education enter into a contract with Mrs. Brancato of KCB Payroll Consultants at \$75.00 per hour not to exceed 10 hours per payroll for the 2019-2020 school year.

P1-P19

Motion _____ Second _____

Finance Resolutions F1-F23

F1. Bills List

RESOLVED: that, upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education approves the payment of a second bills list for May 2019.

A. Regular Bills- Fund 10	\$522,948.75
B. Federal Grant - Fund 20	\$ 12,027.75
C. Student Activities - Fund 95	\$97.64
Total for the month of May	

TOTAL DISBURSEMENTS \$535,074.14

F2. Bills List

RESOLVED: that, upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education approves the payment of bills for June 1, 2019 to June 18, 2019.

A. Regular Bills- Fund 10	\$561,183.78
B. Federal Grant - Fund 20	\$.00
C. Student Activities - Fund 95	\$56.98

D. Afterschool Program -Fund 61	\$18,198.03
Total for the month of June	
TOTAL DISBURSEMENTS	\$579,438.79

F3. Additional Bills List in June & July

RESOLVED: that upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education authorizes a second check run for the month of June 2019 with the amounts to be approved at the August, 2019 meeting. In addition to the run of a July 2019 bills list to be approved in August 2019.

F4. Payroll Authorization

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

May 2019	
Fund Gross Payroll	
Fund 10	548,296.24
Fund 20	4,518.50
Fund 61	13,733.67
Fund 62	.00
Total	566,548.41

F5. Transfer of Current Year Surplus to Reserve

WHEREAS, N.J.S.A. 18A:212 and N.J.S.A. 18A:7G13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Rochelle Park Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Rochelle Park Board of Education will not exceed the maximum allowable amount defined by the district's Long Range Facility Plan to be transferred to the Capital Reserve Account; and

WHEREAS, the Rochelle Park Board of Education wishes to deposit the first \$250,000.00 as tax relief for the 2019/2020 budget year, then transfer the remaining monies above the excess of the 2% cap in surplus into the Capital Reserve account.

NOW, THEREFORE BE IT RESOLVED, by the Rochelle Park Board of Education, that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

F6. ESEA Grant Allocations

RESOLVED: on the recommendation of the Interim Superintendent, that the Board approve the submission of the 2019-2020 application for the ESEA grant and subsequently approves the acceptance of funds upon final application approval. 2019-2020 Grant amounts are:

- Title I-A \$54,584.00
- Title II-A \$10,864.00
- Title III \$4,386.00
- Title IV Part A \$10,000.00

F7. 2019-2020 Anticipated contracts to be renewed, awarded, or to expire during the 2019-2020 school year - P.L. 2015, c. 47

Pursuant to PL 2015, Chapter 47 the Rochelle Park Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq. as per attached list.

F8. PaySchools

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the use of PaySchools for the 2019-2020 school year to provide services for the Cafeteria POS system, in the amount of \$2,165.

F9. Release Warrants

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education authorizes the Board Secretary to release warrants, from June 30, 2019 through August 31, 2019, with the warrants to be approved by a member of the Finance Committee and subsequently at the next Board meeting.

F10. Travel Reimbursement

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education authorizes reimbursement up to \$500 per year to staff members for the use of their personal automobiles in the course of their regular business travel at the current OMB rate per mile and for applicable toll fees for business travel directly attributable to their regular business travel, but not including to and from work.

F11. Frontline Education

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves a contract with Frontline Education for the following services:

IEP- Direct	\$9,210.16
RTI-Direct	\$3,150.00
Absence & Substitute	\$5,186.65
Employee Evaluation	\$1,840.34
Total	\$19,387.15

F12. Strauss Esmay

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the use of Strauss Esmay Associates for the 2019-2020 school year to provide services for the Policy Alert and Support System, in the amount of \$2,735.

F13. Eastern DataComm

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the service agreement with Eastern DataComm, Inc. for the annual maintenance and support of the Paging System, in the amount of \$1,800, the annual maintenance and support of the LENS2 system, in the amount of \$1,800 and the annual ShoreTel Maintenance and License- Onsite Telephone system support plan in the amount of \$5,890.

F14. Genesis Educational Services

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the Genesis Student Information System for the 2019-2020

school year to provide services for the student data management, in the amount of \$14,519.50.

F15. Blackboard Inc.

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the use of Blackboard Inc. for the 2019-2020 school year to provide website and content management system software with reliable web hosting, in the amount of \$2,930.17

F16. Atlantic Managed Print Services

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the use of Atlantic Managed Print Services for the 2019-2020 school year to provide management and improved print-process flow a cost of \$0.04 for black and white and \$0.08 for color.

F17. Region V

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the membership fee for the 2019-2020 school year to Bergen County Region V Council for Special Education, in the amount of \$12,993.26.

F18. Investments

BE IT RESOLVED, on the recommendation of the Interim Superintendent that the Business Administrator/ Board Secretary, be designated as the person responsible for any and all Board of Education investments through December 31, 2019 and

BE IT FURTHER RESOLVED, that the Business Administrator/ Board Secretary be authorized to make wire transfers amongst the board accounts as necessary

F19. Approval of Contract Amendment with Delta Dental of NJ, Inc. –Group#7675 for the 2019-2020 SY

RESOLVED: that the Rochelle Park Board of Education approves the 2019-2020 Contract with Delta Dental of NJ, Inc. with the following premium schedule as recommended by the Interim Superintendent and School Business Administrator as presented.

2019-2020 Monthly Dental Benefit Rates

One Party:	\$56.69
Two Parties:	\$101.82
Three Parties:	\$185.45

F20. Request for Proposal

RESOLVED: that upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education authorizes the Business Administrator to prepare and release a request for proposal (RFP) as it relates to the banking services for the school district.

F21. 8th Grade Chromebook

RESOLVED: that, upon recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education authorizes the release from inventory of the 8th grade students' chrome books which the students have purchased. List of serial numbers will be affixed to the minutes.

F22. Latchkey Rates 2019-2020

RESOLVED: that, upon recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves the following rates in conjunction with the before and aftercare Latchkey program:

Before Care- There is a \$15 registration fee

Fees	Yearly	Monthly
5 days	\$1400	\$140
4days	\$1120	\$112
3days	\$840	\$84
2days	\$560	\$56

1 day drop in fee \$8 a day plus registration if not already registered for before care.

After Care- There is a \$25 registration fee.

4:30 pickup	Yearly	Monthly
5 days	\$2,000	\$200.00
4 days	\$1,632	\$163.20
3 days	\$1,248	\$124.80
2 days	\$848	\$84.80

1 day drop in fee \$10.75 plus registration if not already registered for pick up by 4:30

6:00 pickup	Yearly	Monthly
5 Days	\$2,850	\$285.00
4 Days	\$2,328	\$232.80
3 Days	\$1,782	\$178.20
2 Days	\$1,212	\$121.20

1 day drop in fee \$15.50 plus registration if not already registered for pick up by 6:30.

Special combination fee:

5 days of before and after care (pick up at 6:00).

\$30 registration fee plus \$375/month

A savings of \$50 a month!

F23. Facility Use

RESOLVED: on the recommendation of the Interim Superintendent, the 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 activities at any time which may cause changes to the calendar.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Class of 2019	Multi-Purpose Room/ 8 th Grade Dance meet up	June 14, 2019	None
Sacred Heart Basketball Pending additional paperwork & Gym Availability	Multi-Purpose Room/Basketball clinic	June 24, 2019-June 28, 2019	None
Township of Rochelle Park	Field, Ken Kovalcik Summerfest	August 20, 2019	None

F1-F23

Motion_____ Second_____

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

XI. Announcements

The Regular Meeting will be held on August 20, 2019 at 7:00 P.M. in the Library/Media Center.

XII. Executive Session

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

Motion_____ Second_____ to open at _____ P.M.

Motion_____ Second_____ to close at _____ P.M.

XIII. Adjournment

Motion_____ Second_____ _____ P.M.