

Rochelle Park Board of Education  
Executive Meeting 6:30 P.M. Regular 7:30 PM  
March 29, 2022

**I. Call to Order**  
**II. Roll Call**

Board Member	Present	Absent
Mr. Scott Kral, Vice President		
Mrs. Teresa Judge-Cravello		
Mr. Joseph Marolda		
Mr. Jorge Martinez Jr.		
Mr. Charles Schaad		
Mr. Matt Trawinski, President		

Others Present:

Dr. Sue DeNobile 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. Executive Session**

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters which include Health & Safety, Legal, and Personnel Matters.

**IV. Pledge of Allegiance**

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

**VI. Reports**

- A. Superintendent
- B. Business Administrator
- C. Director of Curriculum and Instruction
- D. Principal
- E. Board Committees, as needed:  
(Curriculum, Finance, Facilities, Personnel, Policy, Negotiations)
- G. Board Liaison:  
(NJSBA/BCSBA, Joint Boards, Liaison to the Township Committee)

**VII. 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. Citizens should give their name and address when recognized to speak. Please be reminded that this meeting is being recorded.

**VIII. Items for Board Action-Resolutions**

**Routine Matters Resolutions R1-R21**

Approval of Minutes

R1. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the minutes of the following meetings:

February 15, 2022 Regular & Executive

Attendance

R2. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the attendance report for the month of February 2022 as listed:

Enrollment

Midland School 510  
Hackensack H.S 144.5  
Academies/Technical Schools 29.5  
Totals 684

Pupil Attendance

Possible Days 9126  
Days Present 8578  
Days Absent 548  
% Present 93.9%  
% Absent 6.1%

Teacher Attendance

Possible Days 1062  
Days Present 1032  
Days Absent 30  
% Present 97%  
% Absent 3%

Emergency & Crisis Situations

R3.RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following Fire and Security drills held in the month of February 2022 for the Rochelle Park School District.

Fire Drill March 18, 2022  
Security Drill March 2, 2022

Harassment Intimidation and Bullying

R4. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following HIB Report for February 2022 on behalf of the Rochelle Park School District.

February 2022

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

Special Education Services

R5. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the revised start date of student CST #0912 to Fed Cap School from 1/24/22 to 2/16/22 at a daily rate of \$411.93 per day.

Special Education Services

R6. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves home instruction for student CST #0912 for the month of January at a cost of \$2,135.22.

Special Education Services

R7. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves home instruction for student CST#0912 for the month of February at a cost of \$1,264.27

Special Education Services

R8. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the start date of student CST#9546 to Sage Alliance from 3/16/2022 to 6/17/2022 at a daily rate of \$369.77 per day.

Summer Transition Program

R9. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the creation of a Summer Transition Program (STP) for students in need of learning acceleration. The program will run from July 5, 2022 through July 28, 2022. Mondays through Thursdays, 8:45AM to 11:45AM.

Extended School Year Program

R10. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves an Extended School Year program from July 5, 2022 through July 28, 2022. Mondays through Thursdays, 8:45AM to 11:45 AM.

School Calendar 2021-2022

R11. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approves a revision to the School Calendar for the 2021-2022 school year, using the last remaining snow/emergency day on Friday, May 27, 2022

Policies & Regulations

R12. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a first reading of the following Policies and Regulations.

- a. 2415.05 - Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment - Policy (M)
- b. 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries - Policy & Regulation (M)
- c. 2451 - Adult High School - Policy (M)
- d. 2460.30 - Additional/Compensatory Special Education and Related Services – Regulation (M)
- e. 2622 - Student Assessment - Policy (M)
- f. 2622 – Student Assessment - Regulation (M)
- g. 3233 - Political Activities – Policy
- h. 8465 - Bias Crimes and Bias-Related Acts Policy & Regulation (M)
- i. 9560 - Administration of School Surveys - Policy

Policies & Regulations

R13. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a second reading and adoption of the Anti-Hazing Policy #5541 (M).

Special Education Services

R.14 RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the Bergen County Special Services Related Services Extra Therapies for CST #4567 from September 2021 to June 2022 for a total of \$4,600.

Special Education Services

R15. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the Bergen County Special Services Related Services Extra Therapies for CST #7890 from September 2021 to June 2022 for a total of \$2,900.

Special Education Services

R14. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves an Out of District Substitute Aide for student CST #4567 for the 2021-2022 school year. Beginning on February 23, 2022 until June 27, 2022 at a daily rate of \$225 per day for the remaining 80 school days. In addition, coverage was provided for 2 days in October 2021, 1 day in November 2021, 2 days in December 2021 and 4 days in January for a total of 89 days.

Affiliation Agreement

R17. RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education establishes an Affiliation Agreement with the School of Social Work, Rutgers, The State University of New Jersey as an approved setting for field instruction for school social worker field placements effective May 1, 2022.

Boosterthon

R18. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the school districts participation in a Boosterthon. This program is a character education-based fundraiser. The event is sponsored by the Midland School PTO on May 23, 2022 through June 3, 2022.

Botvin's Life Skills Training

R19. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the Botvin's Life Skills Training for the 7<sup>th</sup> grade classes. This program is provided by the Rochelle Park Police Department by way of a grant from the Governor's Council on Alcoholism and Drug Abuse and is at no cost to the district.

School Assembly

R20. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a School Assembly the includes an introduction to USDA MyPlate Physical Activity, 5 interactive food tasting stations and educational material take homes. The cost for the program is \$975.00 which will be paid for with Title IV funds.

Field Trip

R21. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the First Grade Students to go on a field trip to Liberty Hall Museum in Union on May 10, 2022. The total cost per student to be borne by the parents is \$28.50.

R1-R21

Motion \_\_\_\_\_ Second \_\_\_\_\_

**Personnel Resolutions P1-P12**

Professional Development

P1. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the participation of the persons named at the following workshops/conferences:

Faculty	Name of Workshop	Date	Cost
A.Cheryl Jiosi	NJASBO Purchasing	3/17/2022	\$100.00
B.Cheryl Jiosi	NJASBO- Audit Review	4/21/2022	\$100.00
C.Cheryl Jiosi	Indoor Air Quality Training	6/6/2022	N/A
D.Rex Leka	Indoor Air Quality	6/6/2022	N/A
E.Rex Leka	IPM Coordinator	4/22/2022	N/A
F.Kaitlyn Leithauser	Reflex Integration to Support Education	Self-guided	\$150.00
G.Rebecca Cadena	Gang Awareness Training	5/20/2022	N/A
H.Rebecca Cadena	So, you have a student who Can't Self Regulate now what?	5/12/2022	\$79.00
I. Michele Hastings	Administrative Assistant Program NJASBO	5/17/2022	\$100.00
J. Ellen Kobylarz	Administrative Assistant Program NJASBO	5/17/2022	\$100.00
K. Rex Leka	Rutgers Electricity, Motor, Meters	4/5/ 2022	\$290.00
L. Cheryl Jiosi	NJASBO Annual Conference	6/6-10/2022	\$275.00 registration plus Travel in accordance with NJ DOE waiver and OMB guidelines
M. Jorge Martinez Jr.	NJSBA Spring Symposium	4/26-27/2022	\$150.00

Professional Development

P2. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves Dr. DeNobile's attendance at the New Jersey Association of School Administrators (NJASA) Annual Conference, Navigating the Balancing Act: Connecting Life, Leadership and Wellness, from 5/18/2022 - 5/20/2022 in Atlantic City, NJ. The fee for this year's conference has been waived. Travel reimbursement is approved by the NJDOE and will be in compliance with NJ OMB guidelines.

Professional Development

P3. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves Ms. Rebecca Cadena, Supervisor of Special Education, to enroll in the Seminar in Field Instruction (SIFI) course at Rutgers University. There is no cost for the SIFI course. Enrollment and completion permit Ms. Cadena to Supervise School Social Worker Field Placement Interns.

Summer Transition Program/Extended Year Program Salaries

P4. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following hourly rates for the Summer Transition/Extended Year Program for 2022.

- a. Lead Teacher \$75.00 per hour
- b. Teacher \$50.00 per hour
- c. School Nurse \$70.00 per hour
- d. Paraprofessional \$22.00 per hour
- e. Substitutes \$50.00 per hour
- f. Related Services \$50.00 per hour

Substitute Teacher List 2021-2022

P5. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves Giovanni Perrotta to the Substitute Teacher list starting on March 18, 2022 for the remainder of the 2021-2022 school year.

Resignation

P6. RESOLVED: upon the recommendation of the Superintendent, the Board of Education accepts the resignation of Cira Ochman as a Paraprofessional effective April 5, 2022. We wish Cira all the best in her future endeavors.

Resignation- Breakfast Program

P7. RESOLVED: upon the recommendation of the Superintendent, the Board of Education accepts the resignation of Elaine Rainone from the Breakfast Program effective March 31, 2022.

Leave Request

P8. RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves a leave request for employee#76755065. Utilizing sick time from May 11, 2022 until June 30, 2022 and commencing FMLA on September 1, 2022 until November 30, 2022, with a return to the district on December 1, 2022. FBC being prepaid prior to leave February 28, 2022 to June 23, 2022, this will cover the cost of benefits during the FMLA leave.

Summer work

P9. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following people for the length of time stated over the summer of 2022 at their per diem rate.

- a) Ellen Lender 4 days
- a) Jessica DiCori 5 days
- b) Klaudia Lesniak 5 days
- d) Sheryl Meyers 4 days
- e) Savannah Orta 5 days

Volunteer Assistant Softball Coach

P10. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves Krystle Hughes as a volunteer Assistant Softball Coach.

Care Program Substitutes

P11. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following personnel to the list of Substitute Aides for the Care Program for the remainder of the 2021-2022 school year at a rate of \$20.00 per hour.

- a) Dayana Soto
- b) Mary Pichardo

Paraprofessional

P12. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the appointment of Michelle Haddad to the position of Paraprofessional with an anticipated start date of April 11, 2022 pending background check approval, at a salary of \$21.00 per hour not to exceed 27.5 hours per week prorated.

**P1 -P12.**

**Motion \_\_\_\_\_ Second \_\_\_\_\_**

**Finance Resolutions F1-F19**

Bills List

F1. RESOLVED: that, upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the payment of second bills list for February 2022.

A. Regular Bills- Fund 10	\$455,437.27
B. Capital Projects - Fund 12	.00
A. Special Revenue- Fund 20	\$133.59
C. Cafeteria - Fund 60	\$31,036.57
D. Afterschool Program -Fund 61	.00
Total for the month of February	
<b>TOTAL DISBURSEMENTS</b>	<b>\$485,607.43</b>

Bills List

F2. RESOLVED: that, upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the payment of bills for March 2022.

A. Regular Bills- Fund 10	\$613,360.13
B. Capital Projects - Fund 12	.00
B. Special Revenue- Fund 20	\$14,125.68
C. Cafeteria - Fund 60	\$20,216.98
D. Afterschool Program -Fund 61	.00
Total for the month of March	
<b>TOTAL DISBURSEMENTS</b>	<b>\$972,702.79</b>

Additional Bills List in March

F3. RESOLVED: that upon the recommendation of the Superintendent, the Rochelle Park Board of Education authorizes a second check run for the month of March with the amounts to be approved at the April 2022 meeting.

Secretary & Treasurer's Reports

F4. RESOLVED, that upon the recommendation of the Superintendent, that the Rochelle Park Board of Education accepts, and affixes to the minutes, the Board Secretary's and Treasurer's Financial Reports for the month of January 2022.

Transfers

F5. RESOLVED, on the recommendation of the Superintendent, the Board of Education accepts, and affixes to the minutes, the line item transfers for January 2022.

Certifications

F6 RESOLVED, that, upon the recommendation of the Superintendent, as per New Jersey Administrative Code and New Jersey Statutes Annotated legislation and requirements, the following statement is approved:

Pursuant to N.J.A.C.6A:23-2.11(c), I certify that as of January 2022 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A 18A:22-8 and 18A:22-8.1, and

Pursuant to N.J.A.C. 6a:23-2.11(c), I certify that as of January 2022 no budgetary line item account has been over-expended in violation of N.J.A.C.6:20-2.11 (a). Cheryl Jiosi, Business Administrator/Board Secretary

Payroll Authorization

F7. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the payroll for February 2022 as follows:

February 2022	
Fund Gross Payroll	
Fund 10	596,639.33
Fund 20	2,746.65
Fund 61	10,760.05
Fund 62	.00
Total	610,146.03

Contract –Educational Data Services

F8. RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Rochelle Park Board of Education approves a contract with Educational Data Services, Inc. for Cooperative Skilled Trades, Compliance Services and Ancillary bids from 4/1/22 to 3/31/23 for the amount of \$2,000.

South Bergen Jointure Commission

F9. WHEREAS, the South Bergen Jointure Commission (“SBJC”) and the Rochelle Park Board of Education (“the Board”) are parties to a 2022-2023 agreement for SBJC, and approved Coordinated Transportation Service Agency, to coordinate transportation services for the Board’s students; and WHEREAS, due to the current public health emergency, school districts may be required to close for health-related reasons; and

WHEREAS, under N.J.S.A. 18A:7F-9, if a school district is subject to a health-related closure for a period longer than three consecutive school days, a jointure commission shall continue to make payments under the terms of a contract with a contracted service provider as if the school facilities remained open, and WHEREAS, SBJC’s commitment to continue payment to those contracted transportation service providers is contingent upon the Board’s continued payment to SBJC; and

WHEREAS the SBJC is desirous of amending the team of the Agreement to memorialize the Board’s responsibility to continue its payment obligations to the SBJC in the event of school closures due to health-related reasons to ensure full compliance with N.J.S.A. 18A:7F-9.

Donation

F10. RESOLVED: upon the recommendation of the Superintendent, the Board of Education accepts a donation of art supplies from Mrs. Ann Mikos.

Contract

F11. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of



Education approves the proposal No. P-220518 with Karl Environmental Group for Right to Know Services for the 2021-2022 school year at a cost of \$1250.

Contract

F12. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the quote with Riverside Insights for online subscription of Battelle Developmental Inventory for \$675.00

Contract

F13. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the quote with Pearson for online subscription of WISC 0V Q-Global Scoring with interpretive report for \$435.

Facility Use

F14. RESOLVED, on the recommendation of the 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
A) RP Township PD	Training-throughout building	4/19/22 and 4/21/22 7:3 pm	N/A
B) 8 <sup>th</sup> Grade Parent Assoc	Revised Date - Meeting	4/18/2022 new date 4/25/2022	N/A
C) Junior Explores LLC	Auditorium, Playground, Cafeteria, 6 Classrooms	July 5, 2022-August 12, 2022	\$1,500.00 Per week \$9,000.00 Total

Food Service

F15. Be it resolved that the Rochelle Park Board of Education ‘SFA’ approves the renewal of the Food Service Management contract with The Pomptonian, Inc. ‘FSMC’ for the food service operations for 2022-2023

The FSMC shall receive, in addition to the costs of operation, and administrative/management fee of \$17,373.00 to compensate the FSMC for administrative management costs. This fee shall be billed in 10 monthly installments of \$1,737.30 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Contract

F16. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the proposal with Maria Barrows for consulting services to review the Student Information Management System, RealTime and the Master Schedule process to best utilize resources at a cost of \$60 per hour not to exceed 70 hours.

Professional Services Agreement

F17. RESOLVED: Upon the recommendation of the Superintendent the Board of Education of ROCHELLE PARK, (hereinafter referred to as the Board) and the Burton Agency Inc., a Corporation of the State of New Jersey, having its principal office at 44 Bergen Street, Westwood, NJ 07675 (hereinafter referred to as the Consultant).

WHEREAS, the Board is a member of the Northeast Bergen County School Board Insurance Group (NESBIG) (hereinafter referred to as the Group) and;

WHEREAS, the Consultant has offered to the Board professional risk management consulting services consistent with the industry standard and possesses the requisite education, license, skills and experience and;

WHEREAS, the Board desires professional risk management consulting services and is relying on such representation and;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. The term of this appointment shall commence on July 1, 2022 and shall run until June 30, 2025, and until a successor is appointed and qualified.

2. The Consultant, for and in consideration of the amount stated hereinafter, agrees to provide to the Board as follows:

A. Assist the Board in identifying its insurable property and casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.

B. Assist the Board in understanding and selecting the insurance coverages available from the Group and otherwise.

C. Review with the Board any additional insurance coverages that the Consultant advises should be carried but are not available from the Group.

D. Assist the Board in the preparation of applications, statement of values and similar documents requested by the Group, it being understood that this agreement does not include any appraisal work by the Consultant.

E. Review the Board's annual insurance assessment as prepared by the Group and assist the Board in preparation of its annual insurance budget.

F. Review any loss and engineering reports and generally assist the Board in its loss containment objectives

G. Assist where needed in the settlement of claims.

H. Such other matters pertaining to insurance and risk management as may from time to time be necessary.

3. The Board authorizes the Group to pay the Consultant as compensation for services rendered, an amount equal to 6% of the Board's annual insurance assessments for property and casualty insurance and workers' compensation as promulgated by the Group. The said fee shall be paid to the Consultant in four equal payments, at the end of each quarter, by the Fund. (September 30th, December 30th, March 30th and June 30th)

4. The Consultant shall provide proof of insurance in form and amount satisfactory to the Board but which shall, in any case, meet the following minimum requirements: (a) General Liability: \$1,000,000 (b) Worker's Compensation: Statutory requirements to be met (c) Auto Liability: Minimum limits of \$1,000,000, must include non-owned auto (d) Professional Errors and Omissions: Minimum limit of \$1,000,000

5. For any insurance coverage's authorized by the Board to be placed outside the Group, the Consultant shall receive as compensation the standard brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Group's assessment in computing the fee outlined in 3 above.

6. This agreement may be terminated by either party at any time by mailing to the other, written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this agreement, the Consultant's fees outlined in 3 above shall be prorated to date of termination.

#### Contract

F18. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the proposal with the Maywood Board of Education to provide transportation for the Softball and Baseball teams at a cost of \$40 per hour and a \$50 fuel surcharge per trip.

Letter of Agreement

F19. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education authorizes the Business Administrator to sign a letter of agreement with the Maywood Board of Education to provide transportation services for students who attend Bergen County Technical Schools at a cost of \$1,800 per student per school year.

F1-F19

Motion\_\_\_\_\_ Second\_\_\_\_\_

**IX. 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.

**X. Announcements**

A Special Meeting will be held on April 5, 2022 at 6:00PM. The purpose of this meeting is to interview School Board Candidates for the open position.

The next regular Board of Education meeting will be held on April 26, 2022 Executive at 6:30 P.M.  
Public at 7:30PM .

**XII. Adjournment**

Motion\_\_\_\_\_ Second\_\_\_\_\_ \_\_\_\_\_ P.M.