

**Rochelle Park Board of Education
Regular Meeting -7:00 P.M.
October 18, 2018**

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

Board Member	Present	Absent
Mr. Matt Trawinski, Vice President		
Mr. Scott Kral		
Mrs. Dimitria Leakas		
Mrs. Geraldine Minichetti		
Mr. Gerard Sorrentino		
Ms. Layla Wuthrick		
Mrs. Teresa Judge-Cravello, President		

Others present:

- Dr. Richard Brockel, Acting Superintendent of Schools
- Mrs. Cheryl Jiosi, Business Administrator
- Mrs. Cara Hurd, Supervisor Curriculum & Instruction
- Mr. Michael Alberta, Principal
- Mr. Rexhep Leka, Building and Grounds Supervisor
- Mrs. Ellen Kobylarz, Board Secretary

III. Executive Session Announcement (if needed) The Board will reconvene in Public Session at approximately 7:30 P.M.

WHEREAS, the Rochelle Park Board of Education (hereinafter referred to as the “Board”) will convene in Executive Session to discuss confidential matters which include:

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public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 _____, seconded by _____, to open Executive Session at _____ P.M.

Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close the Executive Session and enter the Work Session at _____ P.M.

Roll Call

MT SK DL GM GS LW TJC

IV. Flag Salute

V . 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”

- VI. Acting Superintendent’s Report**
- VII. Principal’s Report**
 - **PTO**
- VIII. Director of Curriculum & Instruction Report**
 - **District Testing Report**
- IX. Business Administrators Report**
- X. Reports – Board Committee Reports**

2018 School Year

Committees	Chairperson	Co-Chairperson
Personnel/Negotiations	Gerard Sorrentino	Matt Trawinski, Teresa Judge Cravello
Business, Finance, and Transportation	Teresa Judge Cravello	Scott Kral, Matt Trawinski
Curriculum, Instruction, Assessment, and Technology	Dimitria Leakas	Geraldine Minichetti, Layla Wuthrick
Special Education	Layla Wuthrick	Dimitria Leakas, Geraldine Minichetti
School & Community Relations	Geraldine Minichetti	Layla Wuthrick, Teresa Judge Cravello
Building/Grounds/Safety	Matt Trawinski	Scott Kral, Gerard Sorrentino
Policy/ Legislative	Scott Kral	Teresa Judge Cravello, Gerard Sorrentino

Board Liaison Assignments:

Joint Boards- Dimitria Leakas
 NJ/BC School Boards- Geraldine Minichetti
 Municipality-Teresa Judge Cravello

Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or

concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers' list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals). The public is reminded that their remarks are being recorded. The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Acting Superintendent of Schools, or the Board of Education, either by telephone, letter, or email. Each speaker's statement will be limited to five (5) minutes in duration. The Public Forum will be limited to thirty minutes (30) in duration.

Motion by _____, seconded by _____, to open public comment at _____ P.M.
 Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close public comment at _____ pm.
 Roll Call

MT SK DL GM GS LW TJC

XI. Items for Board Action-Resolutions

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

ROUTINE MATTERS RESOLUTIONS R1-R10
POLICY #0168- APPROVALS OF BOARD MINUTES

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

- September 13, 2018 Regular Board Meeting Minutes & Executive Session
- September 18, 2018 Special Board Retreat Minutes
- September 28, 2018 Special Board Meeting Minutes & Executive Session

POLICY#5200 ATTENDANCE

R2. RESOLVED: that the Board of Education approves the attendance report for the month of September 2018 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	506		
Hackensack H.S.	134		
Academies/Technical Schools	27		
Totals	667		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	7591	Possible Days	918
Days Present	7385.5	Days Present	905.5
Days Absent	205.5	Days Absent	12.5
% Present	97.2%	% Present	98.6%

% Absent

2.8%

% Absent

1.4%

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 September 2018 for the Rochelle Park School District.

Fire Drill September 17, 2018

Security Drill September 28, 2018

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: that the Rochelle Park Board of Education approves the following HIB Report for September 2018 on behalf of the Rochelle Park School District.

September 2018

Reported Cases: 2

Number of Cases open: 0

Number of Cases closed: 2

Number of Incidents determined to be HIB: 0

School Suspensions: 0

R5. RESOLVED: As per New Jersey State requirements, the Rochelle Park Board of Education approves the Midland School HIB self- assessment completed by the schools HIB Specialist and HIB Coordinator.

POLICY #5307 NURSING SERVICES PLAN

R6. RESOLVED: that on the recommendation of the Acting Superintendent, the Board of Education approves the Nursing Service Plan for the 2018-2019 school year.

POLICY #2340- FIELD TRIPS

R7. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education approves the following field trip request:

Mrs. O'Brien and Mrs. Carney to accompany the Elective 6-7 grade students to the "Museum of Modern Art" on October 12, 2018 at a cost of \$30.00 per student to be borne by the parents.

Mrs. Hani, Ms. Fernandes Ms. Sparaga, Mrs. Gomez to accompany the Kindergarten classes to the "Rochelle Park Fire Department" on October 26, 2018 at no cost.

POLICY #0130 BYLAWS & POLICIES

R8. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education approves a second reading and adoption of the following Policies and Regulations.

R1613 Disclosure and Review of Applicant's Employment History

P&R5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

R2431.2 Medical Examination Prior to participation on a School-Sponsored Interscholastic or Intramural Team or Squad

R5350 Student Suicide Prevention

P8561 Procurement Procedures for School Nutrition Programs

P5512 Harassment, Intimidation, and Bullying

5512 - Harassment, Intimidation, or Bullying Investigation Procedure –
Regulation (M)(Abolished)

POLICY #5120 NEEDS ASSESSMENT PUPILS

R9. RESOLVED: that on the recommendation of the Acting Superintendent, the Board of Education approves the following amended special education placements, which were originally approved at the August 2018 meeting, along with 1 initial approval.

CASE # 6254285532

CLASSIFICATION: Autistic

PLACEMENT: Valley Program Norwood

TUITION: \$75,019.00

TRANSPORTATION: Region V

RELATED SERVICES: OT 2x/week @\$65.00/session

Speech 3x/week @ \$65.00/session

Aide for activities \$40/session for 5 sessions

ESY: 12-month program included in tuition

CASE# 5061

CLASSIFICATION: Multiply Disabled

PLACEMENT: Ridgewood Public School

TUITION: #369.59 per day

RELATED SERVICES:

Speech Individual 3x/20 mins per week @98.00/hour

Speech Group 1x/30 mins per week @98.00/hour

OT Individual 1x/30 mins per week @\$101.00/hour

OT Group 1x/30 mins per week @\$101.00/hour

PT Individual 2x/30 mins per week @\$107.00/hour

AIDE: shared aide @125.25/day

TRANSPORTATION: Not Applicable

CASE#7526788241

CLASSIFICATION: Autistic

PLACEMENT: River Dell Middle School

TUITION: \$26,442.00

AIDE: shared aide

RELATED SERVICES: speech consult 1x/month for 30 min

OT consult 1x/month for 30 min

TRANSPORTATION: Region V

ESY: \$2,430.90

AIDE for ESY: shared

CASE # 000024064

CLASSIFICATION: Other Health Impaired

PLACEMENT: New Bridge Center/Cherry Hill School

TRANSPORTATION: N/A

TUITION: \$55,820.00

Related Services: OT 2x/week for 30 mins @ \$45.00/30 mins

ESY: \$5,582

ESY RELATED SERVICE: OT 2x/week for 30 mins@ \$45.00/30 mins

CASE#: 000018203
CLASSIFICATION: Autistic
PLACEMENT: Hackensack High School
RELATED SERVICE: POP training \$70.00/session for 10 sessions

R10. RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Rochelle Park Board of Education approves a contract with AccuScan for the comprehensive Artemis schedule process and record sorting at a cost of \$4,480.00

R1-R10

Motion by _____, second by _____,
Roll Call

MT SK DL GM GS LW TJC

PERSONNEL RESOLUTIONS P1-P13

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P1. RESOLVED: on the recommendation of the Acting Superintendent, that the Board of Education approves the participation of the person named at the following workshops/conferences:**

Cheryl Jiosi to attend a BCASBO monthly meetings on October 18, 2018, November 15, 2018, January 17, 2019, February 21, 2019, March 21, 2019, April 18, 2019, May 16, 2019 at no cost to the district for registration

Michael Alberta to attend “School Safety Specialist Training” on 10/2,10/9,10/16,10/30/2018 at no cost to the district for registration.

Cheryl Jiosi to attend a workshop of “ESSA and Submission of Audsum” on November 1, 2018 in Rockaway at a cost to the district of \$100.00 for registration

Angel Baker and Josephine Hong “Google Certified Education Level 1 Boot Camp” on October 11-12, 2018 at a cost to the district of \$300. per registration for registration

Jennifer O’Brien (PE) to attend “NJASPERD Conference for Physical Ed. Teachers” in Ocean on October 14,15, 2018 at a cost of \$125.00 for registration.

Jessica Cohen and Christine Honohoe to attend “Providing tools to help staff de-escalate a volatile situation” on October 23, 2018 at no cost to the district for registration.

Theresa Roman to attend “Who Stole the Chocolate”? in Montclair on November 2, 2018 at a cost to the district of \$150.00 for registration

Cheryl Jiosi to attend NESBIG- Meetings on November 14, 2018, February 6, 2018, May 15, 2019 and June 19, 2019 in Washington Township at no cost to the district for registration

Lauren Cherello to attend “Effective Homework: What, Why and How” through Northern Valley Consortium on November 27, 2018 at a cost of \$185.00 to the district for registration.

Maria Leccese to attend “Guided Math Conference Grades K-6 on November 27-28, 2018 at a cost of \$449.00 to the district for registration.

Cheryl Jiosi to attend a workshop of “Student Residency & Homeless Issues” on November 29, 2018 at a cost to the district of \$100.00 for registration

Cheryl Jiosi to attend a workshop of “Capital Projects” on December 6, 2018 in Rockaway at a cost to the district of \$100.00 for registration.

Lauren Cherello to attend “Strategies for Close Reading” through Northern Valley Consortium on February 2, 2019 at a cost of \$185.00 to the district for registration.

Barbara Purcell to attend “Close Reading” through Northern Valley Consortium on February 7, 2019 at a cost to the district of \$185.00 for registration.

Angela Jacobus to attend “Blended Learning II” through Northern Valley Consortium on March 18, 2019 at a cost of \$185.00 to the district for registration.

Laurel Barriento to attend “Creating a Thriving Media Center” in Elmwood Park at no cost to the district for registration.

Cheryl Jiosi to attend Academy Classes for NEW BA’s” on December 12, 2018, January 30, 2019, March 27, 2019, May 14, 2019 at a cost to the district of \$50.00 for registration

Michael Alberta to attend the “SNAP Conference” on October 26, 2018 in Garfield, at no cost to the district for registration.

Cara Hurd to attend “Supervisors: What should I observe in a NGSS class” in Montclair on December 6, 2018 at a cost to the district of \$150.00 for registration.

Joanna Hani to attend “Addressing Challenging Students Behavior: a Path to Successful Intervention K-12” on January 8, 2019 at a cost to the district of \$185.00 for registration

Joanna Hani to attend “Deepening Mathematical Practice in Pre K on January 29, 2019 at a cost to the district of \$185.00 for registration

P2. RESOLVED: on the recommendation of the Acting Superintendent that the Board of Education approves the following mentors for the 2018-2019 school year.

**Joanna Hani- Allison Sparaga (Kndg)
Jennifer O’Brien (Art)- Angel Baker (Music)
Maria Leccese- Josephine Hong (4th Grade)**

P3. BE IT RESOLVED that the Rochelle Park Board of Education (hereinafter referred to as the "Board") appoints Dr. Richard J. Brockel as the Interim Assistant Superintendent/Acting Superintendent for the Rochelle Park School District (hereinafter referred to as the “District”) for the period retroactive to September 28, 2018 through June 30, 2019 at a per diem rate basis. The per diem rate is based on an annual prorated salary of salary of \$147,794.00; and

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and

approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Dr. Richard J. Brockel for the position of Interim Assistant Superintendent/Acting Superintendent for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and Dr. Richard J. Brockel.

POLICY# 4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

P4. RESOLVED: on the recommendation of the Acting Superintendent that the Board of Education approves the following as Library Volunteers for the 2018-2019 school year.

Michelle Ramirez

P5. RESOLVED: on the recommendation of the Acting Superintendent, that the Board of Education approve Sonia Romero as a substitute school custodian for the 2018-2019 school year

P6. RESOLVED: on the recommendation of the Acting Superintendent that the Board of Education approves Taylor Fuchs, Nalini Balakrishnan and Jenifer Pinto to the position of Substitute in the Latchkey Program at a rate of pay in conjunction with the position they are substituting for, Teacher Substitutes are paid \$22.00 per hour and Assistants \$19.80 per hour for the 2018-2019 school year.

P7. 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 Acting Superintendent, that the Board of Education appoint Malvina Leka to the position of Secretary to the Business Administrator/Accounts Payable Clerk from November 1, 2018 until June 30, 2019 at a salary of \$52,000.00 (prorated).

P8. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education approve Barbara O'Brien to work 10 hours per week at \$38.00 per hour through November to continue with accounts payable and bill list preparation.

P9. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education enter into a contract with Mrs. Brancato of KCB Payroll Consultants at \$75.00 per hour not to exceed 15 hours per payroll through January 2019.

POLICY #4150 – LEAVES

***P10. RESOLVED:** that the Board of Education does hereby approve the request of Kaileigh Zander to go on maternity leave effective January 7, 2019 until her period of disability ends at which time Mrs. Zander will utilize her Family Leave Act for a period of twelve weeks, combined with period of unpaid leave. Her anticipated date of return is on September 1, 2019.

P11. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education accepts the resignation of Suzanne Rychlak from the Rochelle Park School District effective October 6, 2018. We wish Mrs. Rychlak good luck in her future endeavors.

P12. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education approve Hoda Ismail as a substitute classroom assistant for two days in October 2018.

9541 STUDENT TEACHERS/INTERNS

P13. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education approve Hanan Zaben to observe K-8 classrooms for a total of 10 hours during the fall semester 2018 for her Introduction to Education Course at Bergen Community College.

P1-P13

Motion by _____, second by _____,
 Roll Call

MT SK DL GM GS LW TJC

FINANCE AND INSURANCE-RESOLUTIONS F1-F8

Upon the recommendation of the Business Administrator to the Acting Superintendent

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the second September 2018 Bill List as approved, attached and listed below:

A. Regular Bills- Fund 10	\$16,803.39
Total for the month of October	\$16,803.39

TOTAL DISBURSEMENTS

ATTACHMENT 1

F2.RESOLVED: that the Rochelle Park Board of Education approve the October 2018 Bill List as approved, attached and listed below:

A. Regular Bills- Fund 10	\$536151.32
B. Referendum -Fund 30	\$00
C. Cafeteria - Fund 60	\$22,130.32
D. Afterschool Program Fund 61	\$00
E. Debt Service Fund 62	\$00
Total for the month of October	\$558,281.64

TOTAL DISBURSEMENTS

ATTACHMENT 1

F3. RESOLVED: that the Rochelle Park Board of Education approves the authorization of multiple check runs in the month of October with the total to be approved at the next Board of Education Meeting to be held on November 15, 2018.

POLICY #6510 – PAYROLL AUTHORIZATION

F4. RESOLVED: that the Rochelle Park Board of Education approves the September 2018 payroll as follows:

Payroll Month	September
Fund	Gross Payroll
Fund 10 – Current Fund	520,497.86
Fund 20 - Grants	4,518.50
Fund 61 - Latchkey	600.00
Total Wages	\$ 525,616.36
Employer Share of Social Security	6,665.63
Employer Share of DCRP	605.67
TOTAL EXPENSE	\$532,887.66

F5.RESOLVED: The Rochelle Park Board of Education will offer the following plans for open enrollment 2018:

Aetna Freedom 10	NJ Direct 10	NJ Direct 15	Horizon HMO
NJ Direct 1525	Horizon HMO 1525	NJ Direct 2030	Horizon HMO 2035
NJ Direct HD 1500	Aetna Zero	Horizon Zero	

POLICY#7410 MAINTENANCE AND REPAIR

F6.

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Rochelle Park Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Rochelle Park Board of Education in compliance with Department of Education requirements.

F7. RESOLVED: upon the recommendation of the Acting Superintendent , the Board of Education appoints Cheryl Jiosi, as the Temporary Purchasing Agent, effective October 1, 2018, for one 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.

POLICY#7510 USE OF FACILITIES

F8. 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 as well as make adjustments due to construction.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
Township of Rochelle	Multi-Purpose Room	11/1/2018-3/29/2019	None

Park-Basketball		Monday/Friday 6:15-10:00 PM	
Township of Rochelle Park-Recreation Ragamuffin Parade	William St Parking Lot	10/27/2018 10:30 AM-12:00 noon	None

F1-F8

Motion by _____, second by _____,
 Roll Call

MT SK DL GM GS LW TJC

XII. Open Public Forum (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals sign the speakers’ list giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals). The public is reminded that their remarks are being recorded. The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, it cannot respond to or discuss personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the Building Principal, Acting Superintendent of Schools, or the Board of Education, either by telephone, letter, or email. Each speaker’s statement will be limited to five (5) minutes in duration. The Public Forum will be limited to thirty minutes (30) in duration.

Motion by _____, seconded by _____, to open public comment at _____pm.
 Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close public comment at _____pm.
 Roll Call

MT SK DL GM GS LW TJC

XV. Announcements

The next Regular Meeting will be held on Thursday, November 15, 2018 at 7:00 P.M .in the Media Center.

XVI. 2nd 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:

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 _____, seconded by _____, to open Executive Session at _____ P.M.
Roll Call

MT SK DL GM GS LW TJC

Motion by _____, seconded by _____, to close Executive Session at _____ P.M.
Roll Call

MT SK DL GM GS LW TJC

XVII. Adjournment

Motion by _____, seconded by _____, to adjourn meeting at _____ P.M.
Roll Call

MT SK DL GM GS LW TJC