

**Rochelle Park Board of Education  
 Regular Meeting-7:30 P.M.  
 June 10, 2013**

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

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mr. Robert J Esposito, Vice President		
Mr. Sam Allos		
Mrs. Teresa Cravello		
Mrs. Maria Lauerman		
Mrs. Dimitria Leakas		
Mr. Mark Scully		
Mrs. Patricia Dee Bilka, President		

Others present:

- Bert Ammerman, Interim Superintendent
- Vincent Occhino, Interim 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**
- V. Business Administrator’s Report**
- 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 \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to close public comment at \_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

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

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

**ROUTINE MATTERS RESOLUTIONS R1-R7**

**POLICY #0168- APPROVALS OF BOARD MINUTES**

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

**May 6, 2013 Caucus Meeting & Executive Session  
May 13, 2013 Regular Meeting & Executive Session**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY#5200 ATTENDANCE**

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

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	464		
Hackensack H.S.	146.5		
Academies/Technical Schools	16		
<b>Totals</b>	<b>626.5</b>		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	10208	Possible Days	1012
Days Present	9782.5	Days Present	979.5
Days Absent	427.5	Days Absent	32.5
% Present	95.8%	% Present	96.7%
% Absent	4.2%	% Absent	3.3%

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**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 May 2013 for the Rochelle Park School District.

**Fire Drill- May 31, 2013  
Security Drill- May 17, 2013**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING**

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

**May 2013**

Reported Cases: 2  
Number of Cases open: 2  
Number of Cases closed: 0  
Number of Incidents determined to be HIB: 0

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY #0130 BYLAW, POLICY & REGULATION**

**R5. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the second reading and adoption of the following policies, bylaws and regulations:**

- ByLaw- 0132 Executive Authority
- Policies – 2415 No Child Left Behind Program
- 2431 Athletic Competition
- R2431.1 Emergency Procedures for Athletic Practices and Competitions
- R2431.2 Medical Examination to Determine Fitness for Participation in Athletics
- 2468 Independent Educational Evaluations (new)
- \*3230 Outside Activities
- \*3281 Inappropriate Staff Conduct
- \*4230 Outside Activities
- \*4281 Inappropriate Staff Conduct
- 6113 E-Rate (new)
- 6163 Advertising on School Property (new)
- 6480 Purchase of Food Supplies
- 8505 School Nutrition

\* Indicates regulation accompanies policy

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**POLICY #2340- FIELD TRIPS**

**R6. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the following field trip requests:**

Mrs. Calderone and Mrs. Raimondi to accompany the 4<sup>th</sup> Grade students to the Bronx Zoo on June 11, 2013 cost to be borne by the parents.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**R7. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves a 5K run to be held on September 29, 2013.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**PERSONNEL RESOLUTIONS P1-P6**

**\*P1. RESOLVED:** that on the recommendation of the Superintendent, the Board of Education approves the employment of the following list of personnel for the 2013/2014 with the step, degree, salary and longevity revised upon settlement of the 2013-2014 master contract.

<u>NAME</u>	<u>FI</u>	<u>FTE</u>	<u>STEP</u>	<u>DEGREE</u>	<u>STEP AMOUNT</u>	<u>LONGEVITY</u>	<u>SALARY</u>
AIELLO	V.	PT	8	MA30	34,026.00		34,026.00
CAHILL	A.	FT	16	MA30	92,686.00	1,550.00	92,236.00
CALABRO	S.	FT	13	MA	77,696.00		77,696.00
CALDERONE	J	FT	9	MA	65,776.00		65,776.00
CANNICI	B	FT	14	MA15	83,426.00		83,426.00
CARNEY	S	FT	10	MA	68,606.00		68,606.00
COLUCCI	K	FT	10	MA	68,606.00		68,606.00
COPPOLA	M	FT	8	MA	63,051.00		63,051.00
FLETCHER	L	FT	16	MA	87,686.00		87,686.00
GENOVESE	T	FT	16	MA30	92,686.00	5,000.00	97,686.00
GIGLIO	L	FT	12	BA	65,816.00		65,816.00
GROSSMAN	J	FT	6	BA15	57,951.00		57,951.00
GUTKOWSKI	J	FT	16	MA30	92,686.00		92,686.00
HAMILTON	F	FT	16	MA	87,686.00	1,950.00	89,636.00
HANI	J	FT	10	MA	68,606.00		68,606.00
HORNES	T	FT	7	BA30	56,776.00		56,776.00
JACOBUS	J	FT	4	MA15	58,126.00		58,126.00
JOHNSON	D	FT	16	MA	87,686.00		87,686.00
KOTWICA	E	FT	14	MA15	83,426.00		83,426.00
LENDER	E	FT	16	MA	87,686.00		87,686.00
MEYERS	S	FT	8	BA30	59,301.00		59,301.00
LOVERICH	B	FT	7	BA	51,776.00		51,776.00
METCALFE	L	FT	13	BA	68,946.00		68,946.00
MCCORMICK	D	FT	11	MA	71,536.00		71,536.00
O'BRIEN	J	FT	9	BA30	62,026.00		62,026.00
OLES	L	FT	16	MA30	92,686.00	1,550.00	94,236.00
OLIVER	N	FT	13	MA	77,696.00		77,696.00
O'ROURKE	L	FT	16	MA30	92,686.00	1,550.00	94,236.00
PURCELL	B	FT	16	MA15	90,186.00		90,186.00
RAINONE	E	FT	16	MA30	92,686.00	1,950.00	94,636.00

RAMIREZ	S	FT	16	BA30	83,686.00	1,950.00	85,636.00
RAIMONDI	C	FT	11	MA	71,536.00		71,536.00
ROSKOWINSKI	C	FT	16	MA30	92,686.00	1,950.00	94,636.00
SACCO	S	FT	15	MA30	89,256.00		89,256.00
SCHWARZ	L	FT	7	MA	60,526.00		60,526.00
SERPINETO	C	FT	16	MA30	92,686.00	1,550.00	94,636.00
SOBECK	N	FT	15	MA	84,256.00		84,256.00
STACK	B	FT	16	MA	87,686.00	1,550.00	89,236.00
STEPHENS	C	FT	16	MA30	92,686.00	1,950.00	94,636.00
WEINER	B	FT	16	MA30	92,686.00	1,950.00	94,636.00

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
 Roll Call

JE SA TC ML DL MS PB

**\*P2. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following personnel for 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.**

- Angie Cella- Classroom Assistant
- Anita Marrano- Classroom Assistant
- Grace Gonzales- Part Time Special Education Classroom Assistant
- Bernadette Holzman- Part Time Special Education Classroom Assistant
- Krista Fuchs- Part Time- Part Time Special Education Classroom Assistant
- Elizabeth DeSimone- Part Time Special Education Classroom Assistant

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
 Roll Call

JE SA TC ML DL MS PB

**\*P3- RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following personnel appointments and rates for the 2013-2014 school year.**

**Supply Clerk- Debra Pinto** \$12.30 per hour.

**Café/Playground Asst. in Charge- Colleen Gerber** \$15.26 per hour.

**Café/ Playground Assistants**

- Lorraine Jakubik \$11.62 per hour
- Phyllis Mocera \$11.62 per hour
- Antoinette Borelli \$11.62 per hour
- Myrna Poidomani \$11.62 per hour
- Suzanne DiTomasso \$11.62 per hour

**\*P4. RESOLVED: on the recommendation of the Superintendent, that the Board of**

Education appoints the following personnel to the listed extra-compensation positions for the 2012-2013 school year stipend to be determined upon the settlement of the master contract for the 2012-2013 school year.

Chorus Director	Barbara Weiner
Computer Club	Susan Carney
Accompanist for Chorus (30 Hours Max)	Lisa Fletcher
Geography Bee	Brian Cannici
Gymnastics Coach (2)	Sam Ramirez
	Bonnie Loverich
Jr. National Honor Society Advisor (2)	Maria Leccese
Spelling Bee Coach	Lauren Metcalfe
Student Council Advisor	Jeffrey D. Grossman
Yearbook Advisor	Susan Carney
Student Tutorial Co-Advisor	Cathy Hernando
Student Tutorial Co-Advisor	Bonnie Loverich
Spring Musical Stage Director	Maria Leccese
Spring Musical Chorus Director	Barbara Weiner
Spring Musical Accompanist (not to exceed 10 hours)	Lisa Fletcher
Softball Coach	Jennifer O'Brien
Volleyball Coach	Jennifer O'Brien
Home Instructors	Raymond Soff Jr.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**P5. RESOLVED** upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approves summer work to complete the NJ Smart requirements for Ms. Tatyana Budanskaya, Technology Coordinator not to exceed four days, at a daily rate of \$299.05

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**P6. RESOLVED** upon the recommendation of the Superintendent, that the Rochelle Park Board of Education approve the following personnel for the positions listed in conjunction with a Preschool + summer program to run during the month of July 2013.

Maria Leccese - PreK+ Teacher	\$ 227.00 a day (not to exceed 8 days)
Bernadette Holzman – Special Education Aide	\$ 18.00 per hour (not to exceed 54 hours)

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
Roll Call

JE SA TC ML DL MS PB

**FINANCE AND INSURANCE-RESOLUTIONS F1-F11**

**Upon the recommendation of the Business Administrator to the Superintendent:**

**F1. RESOLVED, that the Rochelle Park Board of Education approves the June 2013, payroll in the amount of \$470,372.50.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**POLICY #6820 FINANCIAL REPORTS**

**Monthly Budgetary Line Item Status Certifications**

**F2. 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 April 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 (c) 4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23-2.11 (b).**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**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 April 30, 2013.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

JE SA TC ML DL MS PB

**ATTACHMENT**

**POLICY#6660- STUDENT ACTIVITY FUND**

**F4. RESOLVED: that the Rochelle Park Board of Education accept the Student Activity Fund Financial Reports for the months of May 2013.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,  
Roll Call

**ATTACHMENT**

JE SA TC ML DL MS PB

**F5. RESOLVED: that the Rochelle Park Board of Education approve the deposit of any funds at year end (June 30, 2013) over the two percent (2%) surplus limit as determined by the**

**auditor to be deposited to the Rochelle Park School District Capital Reserve Account.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

JE SA TC ML DL MS PB

**F6. RESOLVED: that the Rochelle Park Board of Education authorizes the business administrator to transfer funds within the 2012-13 school budget for the purpose of insuring that no account is over expended and that all transfers will be presented to the Board for approval.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

JE SA TC ML DL MS PB

**F7. RESOLVED: that the Rochelle Park Board of Education adopt the final draft of the business office standard operational manual.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

JE SA TC ML DL MS PB

**F8. RESOLVED: that the Rochelle Park Board of Education approve the request from the Bergen Executive County Superintendent of Schools to transfer funds between Fund 11 Current Expense and Fund 12 Capital Outlay for the purpose of insuring accurate GAAP account coding.**

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

JE SA TC ML DL MS PB

**F9. RESOLVED, that the Board of Education approve the applications and accept the following entitlements which are the five components of the FY 2014 No Child Left Behind Grant:**

(NCLB) Consolidated Formula Sub grant

Title I: \$42,082.00

Title II: \$9,325.00

Title III:\$5,156.00

TOTAL ALLOCATION \$60,563.00

Motion by \_\_\_\_\_seconded by \_\_\_\_\_



Roll Call

JE SA TC ML DL MS PB

**Award of Local Government Energy Audit**

**F10. RESOLVED** that the Rochelle Park Board of Education, at the recommendation of the superintendent, award the proposal submitted by Concord Engineering to perform a Local Government Energy Audit (LGEA) for the Rochelle Park School District in the amount of \$8,055.00; and

**BE IT FURTHER RESOLVED** that this award is contingent on the approval of the proposal and acceptance of the bid provided by Concord Engineering by the New Jersey’s Clean Energy Program / TRC Energy Services.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Roll Call

JE SA TC ML DL MS PB

**POLICY #7510 USE OF FACILITIES**

**F11. 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 Girl Scouts	Meetings	10/10 & 24/2013, 11/14/2013, 12/5 & 19/2013, 1/ 16 & 30/2014, 2/27/2014, 3/13 & 27/2014, 4/10 & 24/2014, 5/1,15 &29 /2014	None

Motion by \_\_\_\_\_, second by \_\_\_\_\_,

Roll Call

JE SA TC ML DL MS PB

**IX. Reports-Community Action Items**

**2013 School Year**

Committees	Chairperson	Co-Chairperson
Finance	Mrs. Bilka	Mr. Esposito
Education	Mrs. Lauerman	Mrs. Leakas
Transportation	Mr. Scully	Mrs. Cravello
Building & Grounds	Mr. Esposito	Mr. Allos
Community & School Activities	Mr. Scully	Mr. Esposito
Legislation	Mrs. Bilka	Mrs. Cravello
Policy	Mr. Allos	Mrs. Lauerman

Board/Staff Relations	Mrs. Lauerman	Mrs. Leakas
<b>Ad-Hoc Committees</b>		
Negotiating	Mrs. Bilka	Mr. Allos, Mrs. Cravello, Alt Mrs. Leakas
<b>Liaisons</b>		
Joint Boards Coordination	Mrs. Cravello	Mrs. Leakas, Alternate
Bergen County School Boards	Mrs. Lauerman	Mrs. Cravello, Alternate
New Jersey School Boards	Mrs. Leakas	Mr. Scully, Alternative
Municipal Alliance Liaison	Mr. Allos	Mrs. Cravello, Alternate

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, to open public comment at \_\_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close public comment at \_\_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

**X. Announcements**

**The next Caucus Meeting will be held on Monday, July 15, 2013 at 7:00 PM with the regular meeting immediately following, in the Media Center. There will be a special board meeting on July 18, 2013, 7:30 pm for the annual board retreat.**

**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:**

\_\_\_\_\_  
**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 \_\_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to close Executive Session at \_\_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to resume Regular Meeting Agenda at \_\_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB

## **XII. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting at \_\_\_\_\_pm.

Roll Call

JE SA TC ML DL MS PB