

**Rochelle Park Board of Education
Caucus Meeting Minutes - 7:30 P.M.
March 4, 2013**

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

Board Members	Present	Absent
Mr. Jay Esposito, Vice President		X (arrived 7:54)
Mr. Sam Allos	X	
Mrs. Teresa Cravello	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Mark Scully	X	
Mrs. Patricia Bilka, President	X	

Others present:

- Bert Ammerman, Interim Superintendent
- Vincent Occhino, Interim Business Administrator/Bd. Secretary
- Cara Hurd, Principal
- Ellen Kobylarz, Board Recording Secretary

III. Open Public Meetings Act, Chapter 231, and 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 Our Town, in accordance with Chapter 231, P.L. 1975.

IV. Superintendent’s Report Mr. Ammerman reported:

- Mrs. Hurd and Mr. Ammerman to attend” Presentation on Education Evaluations in Morris County” on March 15. 2013 at no cost to the district for registration.
Mrs. Hurd and Mrs. Oles to attend “The Essentials of HIB Investigations” in Montvale, on May 15, 2013 at a cost of \$250. 00 for registration (Title II)
Mrs. Hernando to attend “Time Saving Math Work Stations to Practice and Reinforce the Common Core Mathematics Standards” in Parsippany on May 7, 2013 at a cost of \$219.00 for registration. (Title II)
- The board received the 2013 Baseball/Softball schedule for approval on the public agenda.
- Seven Children have registered for Preschool with another 5 on a waitlist. Latchkey enrolled 62 students for next year. Forty two students have registered for Kindergarten. Mr. Ammerman explained that the Kindergarten teachers recognized the need to improve the orientation program. He had in a teacher from another district show them their model and then our teachers formed their own. Next Monday night is the first parent meeting before the board meeting that the Kindergarten teachers will be conducting a parent orientation.

- There will be a resolution on the agenda to approve the 2013-2014 school calendar. Mr. Ammerman asked the board to consider a request being made by the RPEA with respect to the calendar. The board had a discussion regarding the calendar. *Mrs. Cravello asked why the teachers had input.* Mr. Ammerman stated that the teachers have always been shown the calendar before approval. *President Bilka stated that this year Yom Kippur falls on a Saturday. Going forward, if we do this now it may mean that in the future the district would lose more days in the beginning of the year, when your trying to get as many days in as possible before testing, bad weather. The district has never (in her memory) had these days off and this would be setting a precedent for going forward.* Mr. Ammerman asked for a vote from the board and the consensus is to leave the calendar the way it is for approval on next week's agenda.
- Mr. Ammerman spoke about the Hackensack Police Youth Academy program held the week of April break. Due to the storm in the fall, school was closed and the district took away two of the days during the April break to make up the time. Mr. Ammerman explained to the board that the first two days of the program is very important *Mrs. Lauerman asked what do the students who don't attend do?* Mr. Ammerman- they come to school like a regular day. *President Bilka asked how the two days would be accounted for in the attendance records, excused absences.* Mr. Ammerman explained it would count as an excused absence. *Mr. Scully asked if it was before or after testing.* Mr. Ammerman stated before. *Mr. Scully made a statement that we currently are a focus school and can we justify taking these students out of school.* Mr. Ammerman stated that going forward you really can't take away from that break because of this program. He was unaware of the program when the calendar was put together last year. *Mrs. Lauerman asked by doing this are we encouraging them to attend.* *President Bilka stated it was their choice.* Mr. Ammerman- stated it was very intensive program, other than that he admitted he didn't know much about it. *Mr. Scully stated the students could use the extra days before testing begins. Asked, if it's that big of a program, why is it not run in the summer?* *Mrs. Cravello stated it is a big program for the students. There is a similar program run during the summer but not by the same group. The town does recognize the students at one of their meetings. It's an educational program that covers discipline, EMS, Police.* *Mrs. Lauerman- thought it was like a boot camp.* *Mr. Scully- just RP Police?* Mr. Ammerman- no- multiply towns. *Mrs. Cravello- This is run in Hackensack in conjunction with RP and Maywood Police Departments.*
The board decided to allow the students to attend this program.

V. Business Administrator's Report Dr. Occhino reported:

- Dr. Occhino gave the board a report on the 2013-14 budget before the board voted. This was a tentative budget that needs to be sent to the county for approval. The board will have a public meeting on March 25, 2013 for the final budget. Dr. Occhino was reluctant to give out hard figures due to the fact that this is a tentative budget. Final figures will be presented at the public budget hearing.

VI. Principal's Report Mrs. Hurd reported:

- Midland Idol was held on Friday March 1, 2013. The student performers did an outstanding job and she thanked the committee for putting together a wonderful program.
- The Book fair will be held March 6th- to the 8th in the media center. Mrs. Hurd reported to the board Toros Asadour, NJ Out and Christopher Gerber were acknowledged by staff with positive office referrals..
- Mrs. Hurd sent congratulations to the newest members of the National Junior Honor Society- Cindy Li, Samantha McElroy, Joseph New, Michael Palamara, Alyssa Poidomani and Vraj Vyas.
- Two students, Matthew Paddock and Migdalia Berrio, had artwork chosen to be displayed in Trenton at the Art Show in the State House.
VP Esposito- asked if pictures of the art work could be displayed on the website as well as a change in the pictures currently up on the website.
Mrs. Hurd stated that new pictures were uploaded today.
- In honor of Dr. Seuss' birthday, the school participated in a school wide DEAR day Monday March 4th.
Mr. Allos had a question about projected growth in the PreK program and asked if the district is planning on increasing the size.
Mr. Ammerman stated he did not have any projected figures on future enrollments. He is exploring the notion of adding more students to the current class and adding an extra aide.
Mr. Allos stated that the district needs to plan ahead of time.
Mr. Ammerman will be talking to Mrs. Genovese regarding enrollment in that program and the parameters of the program.

VII. Reports – Committee Action Items

Transportation- *Mr. Scully reported: the High School will be testing, so there's an adjustment to the bus schedule.*

Mr. Ammerman – informed the board that he received a phone call from a Hackensack High School Principal stating that students from other towns are going on the Rochelle Park buses or wrong busses. In response to this, effective today, the students in order to get on the bus must have their bus passes and we are working with Hackensack to solve this problem.

The remainder of the reports will be given at the regular meeting on March 11, 2013.

VIII. Items for Board Action - Resolutions

F1. ADDENDUM

FINANCE

2013-2014 PRELIMINARY SCHOOL DISTRICT BUDGET STATEMENT

WHEREAS the Rochelle Park Board of Education developed a tentative 2013-2014 school district budget for submission to the Bergen County Executive Superintendent of Schools and,

WHEREAS the tentative 2013-2014 school district budget met the criteria for a pre-budget year adjusted tax levy, which includes weighted increase for enrollment, inflated by two (2) percent for a Commissioner’s Automatic Tax Levy Adjustment in the amount of \$76,550.00 (Attachment 1, Line O) for a total adjusted local tax levy of \$9,963.292, (Attachment 1, Line Q)

NOW THEREFORE BE IT RESOLVED that the Rochelle Park Board of Education approved the 2013 – 2014 Preliminary School District Budget Statement for submission and review by the Bergen County Executive Superintendent of Schools as follows:

	Budget	Local Tax Levy
Total General Fund	\$ 10,643,627	\$ 9,963,292
Total Special Revenue Fund	\$ 109,674	n/a
Total Debt Service Fund	\$ 275,160	\$ 273,797
Totals	\$ 11,028,461	\$ 10,237,089

APPROPRIATION OF EXCESS SURPLUS IN THE 2013-2014 PRELIMINARY SCHOOL DISTRICT BUDGET STATEMENT

RESOLVED that the Rochelle Park Board of Education approves the appropriation of \$215,450 (Attachment 2, Line D) of General Fund Free Balance in the tentative 2013-2014 school district budget. This amount includes \$40,295 of the June 30, 2012 audited General Fund Free Balance (Attachment 2, Line D1) and an additional Excess General Fund Free Balance of \$175,155 (Attachment 2, Line D2)

TRANSFER FROM CAPITAL RESERVE TO THE 2013-14 GENERAL FUND

RESOLVED that the Rochelle Park Board of Education authorize the transfer of \$20,138 from the Capital Reserve Account to Fund 12 Capital Outlay in the 2013-14 school district budget to partially fund the local share of repairs to windows, HVAC systems and roofs in the amount of \$142,395.

Moved by: Mrs. Lauerman, Seconded by: Mr. Esposito
Roll Call 7-0

IX. Other Business:

X. 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 Mr. Allos, seconded by Mrs. Cravello, to open public comment at 8:27 p.m.
Roll Call 7-0
Motion Carried

Samantha Rhodes – Our Town Reporter asked if the students could give someone else their bus pass to use?

Mr. Ammerman stated yes- but Hackensack has an updated list of who belongs on each bus.

Mrs. Cravello stated the students name is on the pass and if the Vice Principal is out by the busses he knows the students. Maywood doesn't have as many busses as Rochelle Park and towns are only required to provide bussing to students who live a certain distance away from the school.

Mr. Allos mentioned to the board and administration that he has a contact from Citibank who would come and speak to the students about financial matters.

Mrs. Leccese (Pre-K teacher) was in the audience and was introduced to the board.

Motion by Mr. Scully, seconded by Mr. Esposito, to close public comment at 8:30 p.m.
Roll Call 7-0
Motion Carried

XI. Announcements:

The next Regular Meeting will be held on Monday, March 11, 2013 at 7:30 PM in the Media Center. The Special Public Hearing on the 2013-2014 Budget will be held on Monday, March 25, 2013 at 7:30 P.M. in the Media Center.

XII. 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:

HIB, Personnel

NOW THEREFORE BE IT RESOLVED, the Board shall move into Executive Session to discuss the above referenced matter(s).

BE IT FURTHER RESOLVED, that the minutes of the executive session will provide as much information as possible without violating any applicable privilege or confidentiality so that the public can understand what was discussed and when available what the Board decision was.

BE IT FURTHER RESOLVED that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.

BE IT FURTHER RESOLVED, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

Motion by Mrs. Cravello, seconded by Mr. Esposito, to open Executive Session at 8:31 p.m.
Roll Call 7-0
Motion Carried

Motion by Mr. Scully, seconded by Mrs. Lauerman, to close Executive Session at 9:15 p.m.
Roll Call 7-0
Motion Carried

Motion by Mr. Esposito, seconded by Mrs. Leakas, to resume Caucus Meeting Agenda at 9:16 p.m.
Roll Call 7-0
Motion Carried

XIII. Adjournment

Motion by Mrs. Cravello, seconded by Mr. Esposito, to adjourn meeting at 9:17 p.m.
Roll Call 7-0
Motion Carried