

**Rochelle Park Board of Education  
Regular Meeting Minutes – 7:00 P.M.  
September 17, 2012**

- I. Call to Order and Flag Salute**
- II. Roll Call 6-0**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>
Mr. Robert Verhasselt , Vice President	X	
Mr. Sam Allos	X	
Mrs. Teresa Cravello	X	
Mr. Jay Esposito	X	
Mrs. Maria Lauerman	X	
Mr. Mark Scully		X(Mr. Scully left after Caucus Executive)
Mrs. Patricia Bilka, President	X	

Others Present:

- Bert Ammerman, Interim Superintendent
- Vincent Occhino, Interim Business Administrator/Board Secretary
- Cara Hurd, Principal
- 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 Star Ledger, The Record and The Our Town, in accordance with Chapter 231, P.L. 1975.”

**IV. Superintendent’s Report: Mr. Ammerman reported:**

- **Mr. Ammerman deferred to Mrs. Hurd regarding the Focus School Classification at which time Mrs. Hurd gave a presentation on what it means to be a Focus School, what got us to this point and the process that the school is now taking to improve.**

**V. Business Administrator’s Report Dr. Occhino’s report was given at the caucus meeting**

**VI. Public Questions on the Resolutions (Agenda Items Only)**

During this portion of the meeting, the residents are invited to address the Board regarding agenda items only.

Motion by Mr. Esposito, seconded by Mr. Allos, to open public comment at 8:34 p.m.

NONE

Roll Call 6-0

Motion by Mrs. Cravello, seconded by Mrs. Lauerman, to close public comment at 8:35 p.m.

Roll Call 6-0

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

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

### **Routine Matters R1- R5**

#### **POLICY #0618- APPROVAL OF BOARD MINUTES**

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

- A. August 13, 2012 Caucus Meeting & Executive Session**
- B. August 13, 2012 Regular Meeting**

Motion by Mrs. Lauerman seconded by Mr. Esposito

Roll Call 5-0-1 (President Bilka- abstained)

#### **POLICY #8468 – CRISIS MANAGEMENT**

**R2. RESOLVED, that the Board of Education approves and adopts the revised Emergency Management Plan, dated September, 2012, for the Rochelle Park School District as presented.**

Motion by Mrs. Lauerman seconded by Mr. Esposito

Roll Call 6-0

#### **POLICY #0130 BYLAWS & POLICIES**

**R3. RESOLVED, on the recommendation of the Superintendent, the Board of Education approve the second reading and adoption of the following bylaws, policies and regulations:**

##### Bylaws

- 0142 Board Member Qualifications
- 0153 Annual Appointment
- 0167 Public Participation in Board Meetings
- 0168 Recording Board Meetings

##### Policies & Regulations

- 1631 Residency Requirements for Persons Holding School District Office, Employment or Position
- 2341.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries

- 2431 Athletic Competition
- 2361 Acceptable Use of Computer Networks/Computers and Resources (R)
- 2622 Pupil Assessment
- 2431.4 Prevention and Treatment of Sports Related Concussions and Head Injuries (R)
- 3324 Right of Privacy
- 3125.2 Employment of Substitute Teachers
- 3282 Use of Social Networking Sites
- 4324 Right of Privacy
- 4282 Use of Social Networking Sites
- 5600 Pupil Discipline/Code of Conduct (R)
- 6470 Payment of Claims (R)
- 6424 Emergency Contracts
- 8505 School Nutrition
- 9180 School Volunteers
- 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants
- 9270 Home Schooling and Equivalent Education Outside the Schools (R)

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 6-0

*President Bilka asked to remove 3 policies till next month to give more time for review-5519 Dating Violence at School, 6472 Tuition Assistance, 7510 Use of School Facilities (R) - All three policies were tabled until next meeting.*

**R4. RESOLVED, on the recommendation of the Superintendent, the Board of Education approve the first reading of Policy 1110- Organizational Chart:**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 6-0

#### **POLICY 2230: CURRICULUM GUIDES**

**R5. RESOLVED, that on the recommendation of the Superintendent, the Board of Education approve the Language Curriculum Guide for grades K thru 8 as presented and on file in the office of the Superintendent.**

Motion by Mrs. Lauerman seconded by Mr. Esposito  
Roll Call 6-0

#### **Personnel Matters P1-P11**

#### **POLICY #3240 PROFESSIONAL DEVELOPMENT**

**P1. RESOLVED, that on the recommendation of the Superintendent, the Board of Education approves tuition reimbursement for courses taken during the 2012-2013 school year as follows:**

Donna Johnson 3 credits \$725.82

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

RV SA TC JE ML MS PB

**P2. RESOLVED, on the recommendation of the Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:**

L.Fletcher, E. Rainone, J. Obrien B. Cannici, C. Hurd , B.Ammerman and M. Lauerman to attend a workshop on New Teacher Evaluations in Closter NJ on October 3, 2012 at a cost of \$200.00 (per district) for registration.

J. Hani, T. Genovese, D. Johnson to attend a workshop titled Handle with Care on October 4, 2012 at no cost to the district for registration.

S. Meyers to attend the 21<sup>st</sup>. Annual AAP/NJ School Health Conference in Somerset on October 17, 2012 at a cost of \$195.00 for registration (Title II funded)

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

RV SA TC JE ML MS PB

**\*P3. 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.**

**Softball Coach Jennifer O'Brien**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**POLICY #3141- RESIGNATION**

**\*P4. RESOLVED, that the Board of Education accept Jeanmarie Corrigan Marrano's letter of resignation as the Special Education Aide for the Rochelle Park School District effective September 1, 2012. We wish her much success in the future.**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**\*P5. RESOLVED, that the Board of Education accept Masina Puleo's resignation as the Speech Teacher for the Rochelle Park School District effective October 1, 2012**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**POLICY #4125 EMPLOYMENT OF SUPPORT STAFF**

**P6. RESOLVED, on the recommendation of the Superintendent, that the Board of Education approves the following list of substitutes for the 2012-2013 school year at a rate of \$10.05 an hour:**

Claudette Geoffrey–Classroom/Café’ Playground Aide  
Kathleen Cronin- Classroom/ Secretary

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**P7. RESOLVED, on the recommendation of the Superintendent, that the Board of Education approves Elizabeth DeSimone to the position of part time special education aide for the 2012/2013 school year at a rate to be determined by the settlement of the 2012/2013 contract.**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**POLICY #4111 – HIRING – CERTIFIED PERSONNEL**

**P8. RESOLVED, on the recommendation of the Superintendent, the Board of Education appoints Cara Hurd to the position of HIB Coordinator for the 2012-2013 school year.**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**P9. RESOLVED, on the recommendation of the Superintendent, the Board of Education appoints Linda Oles to the position of School Anti Bulling Specialist for the 2012-2013 school year.**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**\*P10. 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 Superintendent, that the Board of Education appoints Sarah Vafegh to the position of Speech Teacher for the 2012/2013 school year on MA, Step 1 (prorated), to be determined upon settlement of the master contract for the 2012- 2013 school year.**

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**\*P11. RESOLVED, that on the recommendation of the Superintendent, the Board of Education approves the employment of the following personnel for the 2012-2013 school year with a correction of the step, degree and salary per the 2009/2010 contract. Salary and step will be revised upon settlement of the 2012-2013 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>
COPPOLA	M	FT	9	MA	56,826.		56,826.

Motion by Mr. Esposito seconded by Mr. Verhasselt  
Roll Call 6-0

**Financial F1-F8**

**POLICY #6820 – FINANCIAL REPORTS**

**POLICY #6510 – PAYROLL AUTHORIZATION**

**F1. RESOLVED, that the Rochelle Park Board of Education approves the September 2012 Payroll in the amount of \$362,950.61**

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**POLICY #6410 PURCHASES BUDGETED**

**F2. RESOLVED, that the Rochelle Park Board of Education approves the August 2012 Bills List as approved by the Finance Committee, attached and listed below:**

**Attachment 1**

E. Debt Service - Fund 40      \$    228,415.63

**Total August Disbursements      \$ 228,415.63**

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**POLICY #6410 PURCHASES BUDGETED**

**F3. RESOLVED, that the Rochelle Park Board of Education approves the September 2012 Bills List as approved by the Finance Committee, attached and listed below:**

**Attachment 1**

A. Regular Bills – Fund 10	\$ 247,333.87
B. Regular Bills – Fund 11	\$ 245,768.59
C. Regular Bills - Fund 20	\$ 3,697.00
D. Capital Projects - Fund 30	.00
E. Debt Service - Fund 40	\$ .00
F. Food Service - Fund 50	\$ 7,322.01
G. Enterprise – Fund 51	\$ 1,097.84

**Total August Disbursements      \$505,219.31**

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**FEDERAL FUNDS**

**F4. RESOLVED, on the recommendation of the Superintendent, that the Board of Education approve the submission of grant applications for the 2012-2013 school year as presented:**

<i>Program</i>	<i>Services Delivered</i>	<i>Total Allocation</i>
<i>IDEA Basic</i>	<i>Ages 3-21</i>	<i>\$140,700.00</i>
<i>IDEA Preschool</i>	<i>Ages 3 – 5</i>	<i>\$5,532.00</i>
	<b>TOTAL</b>	<b>\$146,232.00</b>

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**F5. RESOLVED, that the Board of Education approve the applications and accept the following entitlements which are the five components of the FY 2013 No Child Left Behind Grant:**

**(NCLB) Consolidated Formula Sub grant**

**Title I, Part A: Improving Basic Programs (BSIP) - \$32,464.**

**Title II, Part A: Teacher/Principal Training, Recruiting Fund - \$9256.**

**TOTAL ALLOCATION \$41,720.00**

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**F6. RESOLVED:** that the Rochelle Park Board of Education refuses Federal Funds in the amount of \$3,920.00 under FY 2013 NCLB “No Child Left Behind” due to the inability to form/join a consortium in order to meet the \$10,000.00 threshold.

**LEA ALLOCATION REFUSAL**

LEA Code: 4470 - 03

The Rochelle Park Board of Education on September 17, 2012 hereby resolves not to apply for the funds indicated for the Title(s) checked below for Fiscal Year 2013:

- Title I, Part A: *Improving Basic Programs Operated by Local Education Agencies*
- Title I, Part A: *School Improvement (List each eligible school refusing funds)*
- Title I, Part D: *Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or At-Risk*
- Title II, Part A: *Teacher and Principal Training and Recruiting Fund*
- Title II, Part D: *Enhancing Education Through Technology*
- Title III, Part A: *Grants and Sub grants for English Language Acquisition and Language Enhancement \$3,920.00***
- Title IV, Part A: *Safe and Drug-Free Schools and Communities Act*
- Title V, Part A: *Innovative Programs*
- Title VI, Part B: *Rural and Low-Income School Program*

It is understood that this refusal to accept funds for Fiscal Year 2013 will not prevent the district from applying for or receiving its allocation for any subsequent year.

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**POLICY #7510 – USE OF FACILITIES**

**F7. 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	Date	Rental Fee
Maywood/Rochelle Park Girls Softball	Softball Field	Sunday Mornings	None
Twp of Rochelle Park-Recreation	William St Parking Lot Assembly for Ragamuffin Parade	Sat. Oct 27 <sup>th</sup> -Rain date Sun Oct 28 <sup>th</sup>	None
Rochelle Park Cub Scouts Pack 188	Auditorium Pack night Kick off- Pinewood	9/28/2012- 1/25/2013	None



<b>RP. Girl Scouts</b>	<b>Derby Classroom</b>	<b>Wed. 10/17,11/14,12/12, 1/16,2/13,3/13,4/17, 5/15,6/12</b>	<b>None</b>
------------------------	------------------------	---	-------------

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**POLICY #6150 TUITION INCOME**

**F8. RESOLVED, that the Rochelle Park Board of Education, at the recommendation of the superintendent, approve the following tuition rates for the regular and special education programs for the 2012-2013 school year:**

<b>Regular Education Programs:</b>	<b>2012-2013</b>	<b>2011-2012</b>
B) Grades PreK - K	\$13,263.00	\$9,078.00
Grades 1 - 5	\$14,084.00	\$11,920.00
Grades 6 - 8	\$12,997.00	\$11,057.00
<b>Special Education Programs:</b>		
Learning and/or Language Disability (LLD)	\$20,225.00	\$20,585.00

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**APPROVAL OF ARCHITECT OF RECORD**

F9. In accordance with N.J.S.A. 18A:18A-5.1 is recommended that the Rochelle Park Board of Education approve the appointment of Mr. Charles L. Koch, PP, CID, NCARB of the firm of Environetics Group Architects PC, located in Englewood Cliffs, New Jersey as architect of record for the 2012-2013 School year.

Motion by Mr. Allos seconded by Mr. Esposito  
Roll Call 6-0

**VII. Reports – Committee Action Items**

**ROCHELLE PARK BOARD OF EDUCATION COMMITTEES**

***2012-2013 School Year***

**Finance-** President Bilka- Bills were higher this month due to the summer orders.

*Dr. Occhino stated the auditors should be at the next board meeting to present the audit*

**Education-** Mr. Esposito-Thanked Dr. Occhino for the report

**Transportation-** Mrs. Cravello- referred to Mr. Ammerman’s previous report regarding the transportation issues, busing and the new school year.

**Building & Grounds-** Mr. Verhasselt- reported on the condition of the playground and the

board's decision to dismantle it. The swings, monkey bars and slide will be removed. The board will look into the other play equipment on the grounds. Earlier this evening the building and grounds committee met with the school architect. The board spends approximately 30,000.00 a month on utilities- the architect will be looking into overhauling the lighting, with that change alone the district should be able to fund the project by the savings we would get with the upgraded equipment- overall the building has strength, we just need some creative ways to fund what needs to be done. District will also look into solar cells on the roof at best we could save 20% on electric. The committee hopes to have a plan in place by December. Mr. Verhasselt thanked Dr. Occhino and Mr. Ammerman for arranging this meeting.

*President Bilka- thanked Bob and Jay for their work.*

**Community & School** – Mr. Allos- Opening day of soccer went well despite the rain, back to school dance went well- no rain, Halloween Parade October 27, 2012 hopefully no rain.

**Legislation**- President Bilka- nothing new to report

**Policy**- Mr. Allos- New policies were just passed.

**Board Staff Relations**- Mrs. Lauerman- nothing to report

**Negotiating**- President Bilka- draft contract sent to the RPEA on Sept 10, 2012

**Joint Boards Coordination**- Mrs. Cravello-Hackensack back to school night Sept 27, 2012, asked Mr. Ammerman to inquire about athletic passes for the High School Games. Hackensack was closed Monday and Tuesday in observance of Rosh Hashanah. At the Public Relations meeting it was announced that they received permission from the Rochelle Park Mayor to Broadcast HHS activities- they just need to work out the scheduling, There is a face book page for the Public Relations group also the HHS is having a clothing sale on High School shirts. Mrs. Cravello inquired about someone coming from Hackensack to talk to the students.

*Mr. Ammerman- stated that should be coordinated with Mrs. Oles.*

Mrs. Cravello encouraged everyone to join the PTSA at Hackensack and reminded everyone that the High School Fashion Show will be held on April 11<sup>th</sup>.

**B.C.School Boards**- President Bilka- spoke about a Joint meeting she attended between Passaic & Bergen Counties. Dr. Kuchar from Bergenfield spoke on the Danielson method of evaluating teachers and the legal ramifications.

**NJ School Boards**- Mrs. Lauerman reported there will be more courses offered at the convention this year. Mrs. Lauerman asked Dr Occhino about arrangements. Dr. Occhino said to let him know if anyone was interested in going.

**Municipal Alliance**- Mrs. Cravello – Mrs. Sands is retiring as the town librarian as of December 31, 2012. The town is putting together a new map, the township meeting will be this Wednesday they are looking to replace the turf at Carlock field.

## **IX. 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 Mrs. Lauerman, seconded by Mr. Allos, to open public comment at 9:07 p.m.

Roll Call 6-0

Mrs. Bulger- 35 Oak St- Inquired why the children were not allowed on the playground at recess but allowed after school. She would like to see more things for the students to do at recess such as jump ropes, hula hoops, would prefer her daughter in activities rather than sitting around talking.

*Mr. Ammerman stated that the idea of recess is to give them down time.*

*Mrs. Bulger – asked if they could have things out there to use.*

*Mrs. Hurd- stated there are things out there for them to use, the students just chose not to use them.*

*Mrs. Gunderman- 15 South Drive RP- stated she was confused with the time of the meeting.*

*Mr. Ammerman stated there is one meeting a month. In January we will go back to twice a month.*

*Mrs. Gunderman- asked what a floating aide in Kindergarten is.*

*Mr. Ammerman- Explained why we have only one aide.*

*Mrs. Gunderman- asked if there could be more structure regarding the schedule of the aide, when she would be in each class.*

*Mr. Ammerman – explained that the Kindergarten teachers have the ability to make a schedule.*

*Mrs. Gunderman- stated that the parents don't know what is going on with that aide.*

*Mr. Ammerman stated that the district made an aide available and the teachers will work it out.*

*Mrs. Gunderman- brought up a personal issue that occurred on the first day of school.*

*Mr. Ammerman- explained in that type of situation call the teacher make her aware. He went on*

*to say that with the numbers in Kindergarten an aide is not required. The teacher is responsible.*

*We have the ability to have an aide because one of the classrooms does not have toilet facilities in the room.*

*Mrs. Gunderman- stated she doesn't know how it works.*

*Mrs. Abraham- 135 Forest Place- RP- asked if students could bring water bottles into the classroom.*

*Mr. Ammerman- stated we do not encourage that, students have the ability to go to the water fountain, so no to water bottles.*

*Mrs. Hurd stated in warmer conditions, teachers do let the students go out more frequently for water, younger students they will walk the entire class out for water.*

Motion by Mr. Verhasselt, seconded by Mr. Esposito, to close public comment at 9:18 p.m.

Roll Call 6-0

## **X. Announcements**

**The next Caucus and Regular Meetings will be held on Monday, October 8, 2012 starting at 7:00 P.M. with the regular immediately following caucus in the Media Center.**

**The Joint Boards Meeting will be held on Tuesday, October 9, 2012 at 7:30 P.M. in the Hackensack High School Auditorium**

## **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:

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 Mr. Esposito, seconded by Mrs. Lauerma, to open Executive Session at 9:20 p.m.

Roll Call 6-0

Motion by Mr. Allos, seconded by Mrs. Cravello, to close Executive Session at 10:00 p.m.

Roll Call 6-0

Motion by Mr. Cravello, seconded by Mr. Verhasselt, to resume Regular Meeting at 10:01 p.m.

Roll Call 6-0

## **XII. Adjournment**

Motion by Mrs. Lauerma , seconded by Mr. Allos , to adjourn meeting at 10:01 p.m.

Roll Call 6-0