

**Rochelle Park Board of Education
Regular Meeting Minutes -7:00 P.M.
November 12, 2018**

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

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

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:

Personnel

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public in an appropriately redacted form within a reasonable period of time after the privilege or confidentiality is no longer applicable to such minutes.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portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.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 Mr. Kral, seconded by Mr. Sorrentino, to open Executive Session at 7:01P.M.

Roll Call 7-0

Motion Carried

Motion by Mrs. Minichetti, seconded by Mr. Trawinski, to close the Executive Session at 7:26 P.M.

Roll Call 7-0

Motion Carried

IV. 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”

V. Flag Salute followed by a moment of silence for Veterans and Active Service Members

President Judge Cravello explained that the meeting date was changed due to a major fundraiser the 8th grade had planned.

VI. Acting Superintendent’s Report Dr. Brockel reported the following:

- Being Veteran’s day Dr. Brockel started his report with a memory from his childhood regarding his father serving in the military.
- We have a resolution to approve several workshops, a field trip for the Chorus members.
- Dr. Brockel thanked Mr. Alberta and his staff for their efforts during the recent evacuation drill. He added that it was sad that this is something we have to train for; the drill was well planned and executed.
- We have a resolution to approve some teacher substitutes, which the district is in need of.

VII. Principal’s Report Mr. Alberta reported the following:

- First round of observation are almost completed.
- Mr. Alberta thanked the Police Dept., Fire Dept., OEM, Township Officials, Knights of Columbus, and D. P. W. for their assistance with the drill. Teachers and students did a great job. We also had a great fire assembly.
- Halloween parade took place on the 31st. Thank you to the town officials for the donation of the pumpkins. Students in grade 5 and below were able to take one home.
- Student Council members are now doing morning announcements.
- Next week is Parent/Teacher conferences.
- Mr. Alberta wished everyone a Happy Thanksgiving
- **PTO** Mrs. Reilly reported – the next PTO meeting is tomorrow, Joe Corby pickup is also tomorrow, gym doors between 5-7 pm. PTO is looking for donations for their giving baskets. Items can be brought to the PTO meeting. Breakfast with Santa is December 1st.

VIII. Director of Curriculum & Instruction Report Mrs. Hurd reported the following:

- PE/Health curriculum has completed 4 days of writing and revisions. Teachers from RP, Maywood and Hackensack have all collaborated on the curriculum.
- Spanish will start in November- date still has to be determined
- Spring Assessment testing window is April 8-May 28th for NJSLA ELA/Math Grades 3-8
- NJSLA-Science Grades 5-8 is May 6-June 7th.
- The Media Specialists from Rochelle Park and Maywood have been meeting on a monthly basis. Having the consortium brought them together and it’s nice to see that the collaboration is continuing.

IX. Business Administrators Report Mrs. Jiosi reported the following:

- The auditors have completed their report and will be at the next meeting to present the report to the Board. We may see some delays with Chapter 75 funding.
- The transition from Maywood is complete; everything is now located in house.
- Mrs. Jiosi is actively working on the Health & Safety Evaluation Checklist
- Final IDEA report was submitted to the state
- Accuscan has been scheduled for November 20, 2018
- The secondary phone line was repaired and the issue causing the beeping in the panel has also been remedied.
- The company has been in to clean the kitchen hood, filters and grease traps. This is done on a semiannual schedule.
- Mr. Leka installed plywood for the computer server as per the I.T. Department's request. The old baseball bleachers have been disassembled and awaiting the town pickup. A new 12x12 catch basin for the storm drain by the playground was installed, and the fenced in area of the playground was checked for routine maintenance by our staff.

President Judge Cravello asked for the ASSA report what funding is that.

Mrs. Jiosi stated it's the state aid for in district students as well as out of district special education students.

X. Reports – Board Committee Reports

2018 School Year

Personnel/Negotiations Mr. Sorrentino stated the committee will meet on December 6th at 6PM to start the negotiations process.

Business, Finance, and Transportation Mrs. Judge Cravello reported hearing no recent complaints regarding busing. There was a brief discussion on buses cutting through streets, one person did contact Mrs. Jiosi but could not give a name of the bus company. Auditors were in, did a great job.

Curriculum, Instruction, Assessment, and Technology Mrs. Leakas had nothing to report; however she will be setting up a committee meeting.

Special Education Ms. Wuthrick had nothing to report, but she did mention that Sage has about 12 buses and it could be one of their buses.

School & Community Relations Mrs. Minichetti thanked the Veterans; her father also served in WWII. She congratulated the newly elected BOE members and Council members. She brought attention to the dire conditions in California with the fires. The town Christmas tree lighting will be held on December 7th at 7:30. The 8th grade Beef Steak at the Elan is this Thursday. *Mrs. Judge Cravello also sent out congratulations to Kevin Kowalski and his mom Laura. This Sunday Kevin will receive the rank of Eagle Scout. She wished Kevin and Laura good luck.*

Policy/ Legislative Mr. Kral nothing to report

NJSBA/ BCSBA – Mrs. Minichetti reported that voters approved 500 million for Vo-Tech's and school security, citing many manufacturing jobs go unfilled, this funding will help.

Joint Boards- Mrs. Leakas stated that Hackensack will have an early dismissal on the 21st. the HBOE meeting will be on the 27th at 7:30PM. Parent/Teachers are coming up and the district will be closed on the 22, 23 for Thanksgiving.

Municipality- Mrs. Judge Cravello is looking in to having a sit down with the township regarding the new construction projects.

Building/Grounds/Safety Mr. Trawinski mentioned the 2 soccer dinner's that are coming up in December at the Knights of Columbus. Mr. Trawinski talked about a WWII nurse that lives on his block, adding that she has shared some of her experiences with him and he was very touched by them. He thanked all veterans for their service. *Mrs. Judge Cravello stated that her dad served and there are quite a few veterans' that reside in Rochelle Park.*

Mr. Trawinski continued with his report stating that the committee recently had a meeting and discussed topics of overcrowding; he would like to see an enrollment projection prepared. Residency re-registration, *Mrs. Judge Cravello added that everyone needs to give 3 forms of ID. Dr. Brockel stated that the district is looking to implement that in January. Mrs. Minichetti inquired as to what the procedure is if someone is found to not be living in the township. Dr. Brockel explained that they would have to leave immediately and register where they reside. Mrs. Judge Cravello explained that tax dollars are paying for those children.* Mr. Trawinski stated that Mr. Zaccone the district's architect was also in attendance at the meeting and shared other avenues to look into with regard to savings such as solar grants, in particular looking at solar panel's over the parking lot. The committee would like to see who is actually parking in the lot with regard to space. Mr. Alberta stated he has a map, currently there are not enough spaces for the faculty and staff. Mr. Trawinski feels William St can be better utilized and we should encourage parents to use that area. *Mrs. Leakas added that some parents still use Sacred Heart's lot as well. Mrs. Judge Cravello added that we are running out of parking spaces to be able to accommodate everyone. Once the signage goes up residents will not be able to park overnight or leave cars on Williams St. for days at a time.* Mr. Trawinski stated the next thing to look at is air conditioning, he spoke about a federal program that requires no bidding, flat cost; he feels the district would be remiss if we didn't look at it. *Mrs. Leakas asked if the roof could sustain the weight of the units.* Mr. Trawinski explained that they have high efficiency units that can move heat from one area to the other; he added Mr. Zaccone feels the roof can handle the weigh. Mr. Trawinski's final area of review would be regarding enhanced communication with the police department. Mrs. Jiosi will also be looking into joining several co-op opportunities. *Mrs. Judge Cravello asked to have Mr. Zaccone attend our next meeting and bring information regarding a STEM/STEAM renovation.*

XI. 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, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Each speaker's statement will be limited to three (3) minutes in duration. The Public Forum will be limited to one (30) minutes in duration.

Motion by Mr. Kral, seconded by Mr. Sorrentino, to open public comment at 8:23 P.M.

Roll Call 7-0

Motion Carried

No one from the public chose to speak at this time.

Motion by Mrs. Leakas, second by Mr. Kral, to close public comment at 8:24 P.M.

Roll Call 7-0

Motion Carried

XII. Items for Board Action-Resolutions

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

ROUTINE MATTERS RESOLUTIONS R1-R8
POLICY #0168- APPROVALS OF BOARD MINUTES

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

- October 18, 2018 Regular Meeting
- October 19, 2018 Special Meeting & Executive Session
- October 26, 2018 Special Meeting & Executive Session

POLICY#5200 ATTENDANCE

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

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	503		
Hackensack H.S.	134		
Academies/Technical Schools	27		
Totals	664		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	11066	Possible Days	1242
Days Present	10607.5	Days Present	1200
Days Absent	458.5	Days Absent	42
% Present	95.8%	% Present	96%
% Absent	4.2%	% Absent	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 October 2018 for the Rochelle Park School District.

- Fire Drill October 25, 2018
- Evacuation Drill October 23, 2018

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

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

October 2018

Reported Cases: 4
Number of Cases open: 1
Number of Cases closed: 3
Number of Incidents determined to be HIB: 0

POLICY #2340 – FIELD TRIPS

R5. RESOLVED: on the recommendation of the Acting Superintendent, the Board of Education approve the following field trip request:

Ms. Baker, Mrs. Fletcher, Mrs. O’Brien and three other staff members TBD to accompany the 4-8 Chorus to the Alaris Health at Rochelle Park on December 12, 2018 for two performances, one in the morning and one in the afternoon, at a cost to the district of \$400.00 for busing.

R6. RESOLVED: that the Board of Education accepts the report and acknowledges the public presentation made by the Curriculum Supervisor at the October 18, 2018 public meeting regarding the 2018 District Assessment Report for PARCC.

R7. WHEREAS, the Board appointed Maria Nuccetelli, Ed.D., Affirmative Action Officer, pro tem to conduct an affirmative action investigation; and
WHEREAS, Dr. Nuccetelli issued her Affirmative Action Report on or about October 16, 2018; and
WHEREAS, no appeal has been filed by any party to the Affirmative Action Investigation Report; and
NOW, THEREFORE, BE IT RESOLVED that the Board hereby accepts the findings and conclusions set forth in the Affirmative Action Report issued by Dr. Nuccetelli on or about October 16, 2018.

POLICY #5120 NEEDS ASSESSMENT PUPILS

R8. RESOLVED: that on the recommendation of the Acting Superintendent, the Board of Education amends the following special education placements and related services for the 2018-2019 school year, originally approved at the August 2018 meeting.

CASE # 000015999

CLASSIFICATION: Autistic

PLACEMENT: South Bergen Jointure-Lodi

ESY: \$3,500.00

CASE# 000023010

CLASSIFICATION: Specific Learning Disability

PLACEMENT: New Bridge Center/Cherry Hill School

TUITION: \$55,820.00

RELATED SERVICES: Aide \$17,514.00

ESY: \$5,582

ESY Aide: \$1,751.00

CASE # 000024064

CLASSIFICATION: Other Health Impaired

PLACEMENT: New Bridge Center/Cherry Hill School

RELATED SERVICE: Aide \$17, 514.00

R1-R8

Motion by Mrs. Minichetti, second by Mr. Kral,
Roll Call 7-0 (R2-R6 &R8) 6-1 (R1 & R7 Abstained Leakas)
Motion Carried

PERSONNEL RESOLUTIONS P1-P5

POLICY #4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

***P1. RESOLVED:** on the recommendation of the Acting Superintendent, that the Board of Education approve the following to the Substitute Teacher list for the 2018-2019 school year at a rate of \$85.00 per day.

Robert Hoffman
Kristina Gargone (pending proof of transfer of fingerprints)
Heileen Vargas (pending proof of transfer of fingerprints)

***P2. RESOLVED:** upon the recommendation of the Acting Superintendent the Board of Education continues their agreement with Barbara O'Brien to provide support at the Business Administrator's request thru March 2019.

POLICY #4211 HIRING- NON-CERTIFIED PERSONNEL

***P3. RESOLVED:** on the recommendation of the Acting Superintendent, that the Board of Education approves Patricia Daubner as a Cafeteria/Playground Assistant at \$11.75 per hour, (start date pending fingerprints), until the end of the 2018/2019 school year.

POLICY 9541 – STUDENT TEACHERS/INTERNS

P4. RESOLVED: that the Board of Education approve the following student field experience through Fairleigh Dickenson University for the spring 2019 semester, pending fingerprints.
Bella Calvi (K-5 classrooms)

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***P5. RESOLVED:** on the recommendation of the Acting Superintendent, that the Board of Education approves the participation of the persons named at the following workshops/conferences:

Kaitlin Gallagher to attend "Google Bootcamp Level 2" on December 7, 2018 at a cost to the district of \$200.00 for registration.

Meghan Mallon to attend "Blended Learning NVCC" on November 29, 2018 at a cost of \$185.00 for registration. (this workshop was previously approved for another staff member- no increased cost)

P1-P5
Motion by Mr. Sorrentino, second by Mr. Kral,
Roll Call 7-0
Motion Carried

FINANCE AND INSURANCE-RESOLUTIONS F1-F8

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve a second October, 2018 Bill's List as listed below:

10 – General Fund	\$623.40
TOTAL PAYMENTS FOR October	\$623.40

TOTAL DISBURSEMENTS

ATTACHMENT

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

A. Regular Bills- Fund 10	\$285,249.00
B. Special Revenue -Fund 20	\$2,180.00
Total for the month of November	\$287,429.80

TOTAL DISBURSEMENTS

ATTACHMENT

F3. RESOLVED: that the Rochelle Park Board of Education authorize an additional check run for the month of November 2018 with the amounts to be approved at the December meeting:

POLICY #6820 FINANCIAL REPORTS

Monthly Budgetary Line Item Status Certifications

F4. 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 September 30, 2018, 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).

Secretary & Treasurer’s Reports

F5. RESOLVED, that the Rochelle Park Board of Education accepts the Board Secretary’s and Treasurer’s Financial Reports for the month of September 2018.

F6.Approval of September Payroll – that the Board approve the payroll for September 2018 as follows:

Payroll

Month September

Fund	Gross Payroll
Fund 10	\$520,97.86
Fund 20	\$4,518.50
Fund 61	\$600.00
Fund 62	\$.00
Total	\$525,616.36

Payroll

F7.Approval of October Payroll – that the Board approve the payroll for October 2018 as follows:

Payroll
Month October

Fund	Gross Payroll
Fund 10	\$527,946.15
Fund 20	\$4,518.50
Fund 61	\$12,343.75
Fund 62	\$.00
Total	\$544,080.40

Payroll

Transfers

F8. RESOLVED, that the Rochelle Park Board of Education approves the line item transfers for September 2018.

Attached

F1-F8

Motion by Mr. Kral, seconded by Mr. Sorrentino
Roll Call 7-0
Motion Carried

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

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Motion by Mrs. Minichetti, seconded by Mrs. Leakas, to open public comment at 8:27 PM.
Roll Call 7-0
Motion Carried

No one from the public chose to speak at this time.

Motion by Mr. Kral, seconded by Mrs. Minichetti, to close public comment at 8:28 PM.

Roll Call 7-0

Motion Carried

XIV. Announcements

The next Meeting will be held on Thursday, December 13, 2018 at 7:00 PM in the Media Center.

XV. 2nd Executive Session Announcement (not needed)

XVI. Adjournment

Motion by Mr. Kral, seconded by Ms. Wuthrick, to adjourn meeting at 8:29 PM

Roll Call 7-0

Motion Carried