

**Rochelle Park Board of Education
Minutes Regular Meeting-7:30 P.M.
April 8, 2013**

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

Board Member	Present	Absent
Mr. Robert J Esposito, Vice President		X(arrived 8:30)
Mr. Sam Allos		X
Mrs. Teresa Cravello	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Mark Scully	X	
Mrs. Patricia Dee Bilka, President	X	

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 Mr. Ammerman reported the following:

- The Spring Concert was wonderful, Mr. Ammerman was very impressed. There were a variety of songs and choral selections. Dr. Sacco did a great job. Mr. Ammerman enjoyed it immensely.

V. Business Administrator’s Report Dr. Occhino reported the following:

- There is a correction on the agenda #P4 Mrs. Hernando’s Step should be 4.
- Other items on the agenda are routine, payment of bills.
- Business office is on schedule with reports.
- Transfers will increase as the year ends, all upcoming transfers are allowable.

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 Mr. Scully, seconded by Mrs. Cravello, to open public comment at 7:33 pm.

Roll Call 5-0

Motion Carried

NONE

Motion by Mrs. Lauerman, second by Mrs. Leakas, to close public comment at 7:34pm.

Roll Call 5-0

Motion Carried

VII. Items for Board Action-Resolutions

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

ROUTINE MATTERS RESOLUTIONS R1-R6

POLICY #0168- APPROVALS OF BOARD MINUTES

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

- March 4, 2013 Caucus Meeting & Executive Session**
- March 11, 2013 Regular Meeting & Executive Session**
- March 20, 2013 Special Board Meeting- Board Training**
- March 25, 2013 Special Public Budget Hearing & Executive Session**

Motion by Mrs. Lauerman, second by Mrs. Leakas,
 Roll Call 5-0
 Motion Carried

POLICY#5200 ATTENDANCE

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

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	461		1-1 st Grade
Hackensack H.S.	143.5		1-7 th Grade
Academies/Technical Schools	<u>16</u>		1-8 th Grade
Totals	620.5		

<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	9181	Possible Days	920
Days Present	8756	Days Present	885.5
Days Absent	425	Days Absent	34.5
% Present	95.3%	% Present	96.2%
% Absent	4.7%	% Absent	3.8%

Motion by Mrs. Lauerman, second by Mrs. Leakas,
 Roll Call 5-0
 Motion Carried

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 March 2013 for the Rochelle Park School District.

- Fire Drill - March 5, 2013**
- Security Drill – March 27, 2013**

Motion by Mrs. Lauerman, second by Mrs. Leakas,
 Roll Call 5-0
 Motion Carried

POLICY #5512.01 HARRASSMENT INTIMIDATION AND BULLYING

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

March 2013

Reported Cases: 1

Number of Cases open: 0

Number of Cases closed: 1

Number of Incidents determined to be HIB: 1

Motion by Mrs. Lauerman, second by Mrs. Leakas,

Roll Call 5-0

Motion Carried

POLICY #2340- FIELD TRIPS

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

Mrs. Hani, Mrs. Shean, Mrs. Sobeck, Mrs. Marrano, Mrs. Coffey to accompany the Kindergarten students to Abma's Farm in Wyckoff on April 30, 2013 with a rain date of May 2, 2013 at a cost of \$11.00 to be borne by the parents. (Transportation is being provided by one of the parents.)

Mr. Hornes, Mrs. Hernando and Mrs. Stephens to accompany the 1st Graders on a trip to the Newark Museum on May 15, 2013 at a cost of approximately \$26.00 per student to be borne by the parents.

Mrs. Cahill and Mrs. Gutkowski to accompany the Second Graders to Montclair State University to see the play "Ramona Quimby" on May 23, 2013 at a cost of \$15.00 to be borne by the parents.

Ms. Loverich, Mr. Cannici and Ms. Schwarz to accompany the Fifth Graders to Liberty Science Center on May 28, 2013 at a cost of \$35.00 to be borne by the parents.

Ms. Loverich, Mr. Cannici and Ms. Schwarz to accompany the Fifth Graders to Yogi Berra Stadium in Little Falls on May 29, 2013 fees associated with this trip are being paid for by DARE.

Mrs. Hamilton and Mrs. Raimondi to accompany the 3rd Graders on a trip to Liberty Science Center on June 10, 2013 at a cost of \$30.00 to be borne by the parents.

Motion by Mrs. Lauerman, second by Mrs. Leakas,

Roll Call 5-0

Motion Carried

2412 HOME INSTRUCTION DUE TO HEALTH CONDITION

R6. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following students for home instruction as listed below.

Student - 16004 - 3 hours a week until the last week of school.

Student - 13310 - 10 hours a week until the last week of school.

Motion by Mrs. Lauerman, second by Mrs. Leakas,
Roll Call 5-0
Motion Carried

PERSONNEL RESOLUTIONS P1-P9

POLICY #4111 – HIRING – CERTIFIED PERSONNEL

***P1. RESOLVED:** that on the recommendation of the Superintendent, the Board of Education appoints Keely Coffey to the position of Maternity Leave Replacement Kindergarten Teacher (no benefits) starting on or before May 13, 2013 until the end of the 2012-2013 school year, on BA, Step 1 at a per diem rate of \$227.00.

Motion by Mrs. Leakas, second by Mrs. Cravello,
Roll Call 5-0
Motion Carried

POLICY #3240 – PROFESSIONAL DEVELOPMENT

***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:

Ms. Vafegh to attend the NJSHA 2013 Conference in Long Branch NJ on April 25 & 26, 2013 at a cost of \$250.00 to the district for registration (Title II)

Mrs. Hurd and Mr. Ammerman to attend 2013 SNAP Conference in Garfield on April 24, 2013 at no cost to the district for registration.

Mrs. O'Rourke to attend "Common Core Mathematics Standards" in Newark on May 8, 2013 at a cost of \$219.00 to the district for registration. (Title I)

Mrs. Aiello to attend "Using Power solving Social Skills Program" in River Edge on May 3, 2013 at no cost to the district for registration.

Motion by Mrs. Leakas, second by Mrs. Cravello
Roll Call 5-0
Motion Carried

POLICY #4111 – HIRING- CERTIFIED PERSONNEL

***P3. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education offers a contract of employment for the 2013-2014 school year thereby granting her tenure:

Jennifer O'Brien BA Step 3

Salary and Step to be determined upon settlement of the master contract for the 2013-2014 school year.

Motion by Mrs. Leakas, second by Mrs. Cravello
Roll Call 5-0
Motion Carried

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

Education offers contracts of employment for the 2013-2014 school year to the following non-tenured teachers:

Cathleen Hernando	BA	Step 4
Jo-Ann Ebersbach	BA+15	Step 3 (3/5Teacher)
Maria Leccese	BA	Step 1
Sarah Vafegh	MA	Step 1

Salaries and Step for the above employees to be determined upon settlement of the master contract for the 2013-2014 school year.

It was noted in Dr. Occhino's report that Mrs. Hernando step is 4 and not 3 as previously listed.

Motion by Mrs. Leakas, second by Mrs. Cravello

Roll Call 5-0

Motion Carried

***P5. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following substitute teachers (pending criminal history) for the remainder of the 2012-2013 school year at a rate of \$85.00 per day:**

Christine Dam

Motion by Mrs. Leakas, second by Mrs. Cravello

Roll Call 5-0

Motion Carried

POLICY #4431.1 – FAMILY LEAVE

***P6. RESOLVED: that the Board of Education does hereby approve the request of Mrs. Dana Repka to extend her maternity leave (unpaid/ no benefits) for the 2013/2014 school year, as per the contract.**

Motion by Mrs. Leakas, second by Mrs. Cravello

Roll Call 5-0

Motion Carried

***P7. RESOLVED: that on the recommendation of the Superintendent, the Board of Education rescinds Mrs. Angela Jacobus receiving \$31.00 per hour for conducting NJ ASK Preparation classes.**

Motion by Mrs. Leakas, second by Mrs. Cravello

Roll Call 5-0

Motion Carried

POLICY #9541 – STUDENT TEACHERS/INTERNS

P8. RESOLVED: that the Board of Education approve the following Junior Practicum Student placement for William Paterson University.

Grisela Pervizi- William Paterson Student- Practicum- Mrs. Johnson's classroom

Motion by Mrs. Leakas, second by Mrs. Cravello

Roll Call 5-0

Motion Carried

9180 SCHOOL VOLUNTEERS

P 9 . RESOLVED upon recommendation of the Superintendent the Board of Education approves the following persons, as volunteers in the mentioned classrooms.

Jay Locquiao- Englewood Academies- Mr. Grossman’s classroom
Carly Shurba- Bergen Community College -Mrs. Hani’s classroom

Motion by Mrs. Leakas, second by Mrs. Cravello

Roll Call 5-0

Motion Carried

FINANCE AND INSURANCE-RESOLUTIONS F1-F6

Upon the recommendation of the Business Administrator to the Superintendent:

POLICY #6460 PAYMENT OF GOODS AND SERVICES

F1. RESOLVED: that the Rochelle Park Board of Education approve the April 2013 Bill List as approved by the Finance Committee, attached and listed below:

A. Regular Bills- Fund 11	\$457,883.27
B. Regular Bills – Fund 20	\$31,199.32
C. Capital Projects-Fund 30	
D, Debt Service- Fund 40	\$1,498.75
E. Food Service- Fund 50	\$17,813.07
F. Enterprise- Fund 51	\$246.81
TOTAL PAYMENTS FOR MARCH	\$508,641.22

TOTAL DISBURSEMENTS

ATTACHEMENT

Motion by Mr. Scully, second by Mrs. Cravello,

Roll Call 5-0

Motion Carried

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 9(c) 3, as of February 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 Mr. Scully, second by Mrs. Cravello,

Roll Call 5-0

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 February 2013.

ATTACHMENT

Motion by Mr. Scully, second by Mrs. Cravello,
 Roll Call 5-0

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 March 2013.

ATTACHMENT

Motion by Mr. Scully, second by Mrs. Cravello,
 Roll Call 5-0
 Motion Carried

Transfers

F5. RESOLVED: that the Rochelle Park Board of Education approve the line item transfers for March 2013.

Attachment

DATE	Source Account	Target Account	Comments	Amount
March 4, 2013				\$20,000.00
March 13, 2013				\$11,341.00
March 27, 2013				\$46,000.00
			Total Transfers	\$77,341.00

Motion by Mr. Scully, second by Mrs. Cravello,
 Roll Call 5-0
 Motion Carried

ATTACHMENT

F6. 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 Baseball	Softball field	Mid April to Mid-June- Weeknights & Saturdays. (priority given to Lions Softball & Maywood/RP Softball)	None
RP Baseball	Gym Auditorium	March 25,26,27, April 1, 2, 8,9, (coordinated with Rec. Basketball & Girls softball)	None
RP Baseball	Baseball Field	Mid April-Mid July- Weeknights and Weekends. (priority given to Lions Baseball)	None
Maywood/RP Softball	Softball Field	Mid April- July	None

		Weeknights and Weekends. (priority given to Lions Softball)	
Rochelle Park Cub Scouts Pack 188	Gym Auditorium – Cub Scout Card Game	Friday April 19, 2013 6-9 PM	None

Motion by Mr. Scully, second by Mrs. Cravello,
 Roll Call 5-0
 Motion Carried

IX. Reports-Community Action Items

Municipal Alliance Liaison- Mrs. Cravello showed the board a rendering of the 911 memorial that will be placed on the grass section by the other monuments. Along with a picture of the memorial, Mrs. Cravello also had an aerial view of the planting around the space. The new section will mimic the existing sections.

President Bilka inquired as to the timeline.

Mrs. Cravello stated by September.

Community & School Activities- Mr. Scully updated the board on facility use for the fields and RP Recreation. In general, the Board wants recreation to use the field but 4 different entities filled out forms for the same usage. The school would like rec to create a schedule of use rather than the school putting together a schedule. Mr. Scully stated that rec only oversees football and basketball. The other sports work individually. School functions come first and after that the groups should work it out among themselves. A question was asked regarding people using the field without permission and it was decided that they only thing you can do is to call the police. The district could put up signs stating use by permit only. The police may be able to reinforce in that case. A discussion ensued regarding the condition of Carlock field; it is still available for now. Construction may not affect this season. *Mrs. Cravello asked if Mr. Scully discussed the issue of different people coming up for the same usage.* Mr. Scully stated that Mrs. Sneyer is the only one who puts in for rec but rec programs are only football and soccer. The other groups will have to work things out amongst themselves.

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 Mr. Scully, seconded by Mrs. Cravello, to open public comment at 7:45pm.

Roll Call 5-0

Motion Carried

Mrs. Greico 46 Peek St- ask how many tickets each student receives for graduation?

Mr. Ammerman will have to check but he believes it is the same number each year, depending on the number of students.

Mrs. Greico- Stated that Mr. McGrath had put together an 8th grade calendar of activities for June of this year and it seems that the Awards ceremony has changed. *Mr. Ammerman will have Mrs. Hurd contact Mrs. Greico.*

Motion by Mrs. Leakas, seconded by Mrs. Lauerman, to close public comment at 7:50pm.

Roll Call 5-0

Motion Carried

X. Announcements

The next Caucus Meeting will be held on Monday, May 6, 2013 at 7:30 PM in the Media Center. The next Regular Meeting will be held on Monday May 13, 2013 at 7:30 PM in the Media Center.

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:

HIB, Grievance, Mr. Annuziata NJ School Boards

NOW HEREOF 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 Mrs. Lauerman, to open Executive Session at 7:50pm.

Roll Call 5-0

Motion Carried

Motion by Mr. Scully, seconded by Mrs. Leakas, to close Executive Session at 9:27pm.

Roll Call 5-0

Motion Carried

Motion by Mrs. Leakas, seconded by Mrs. Cravello, to resume Regular Meeting Agenda at 9:28pm.

Roll Call 5-0

Motion Carried

XII. Adjournment

Motion by Mrs. Lauerman, seconded by Mr. Scully, to adjourn meeting at 9:30pm.

Roll Call 5-0

Motion Carried