

Rochelle Park Board of Education
Regular Meeting Minutes 6:30 P.M.
April 23, 2019

I. Call to Order
II. Roll Call

Board Member	Present	Absent
Mr. Matt Trawinski, Vice President	X	
Mr. Adib Abboud	X	
Ms. Christina Holz	X	
Mr. Scott Kral	X	
Mr. Gerard Sorrentino	X	
Ms. Layla Wuthrick	X	
Mrs. Teresa Judge-Cravello, President	X	

Others Present:

Dr. Richard Brockel, Interim Superintendent of Schools
Mrs. Cheryl Jiosi, Business Administrator/Board Secretary
Mrs. Cara Hurd, Director of Curriculum & Instruction
Mr. Michael Alberta, Principal
Mrs. Ellen Kobylarz, Board Recording Secretary
Mr. Stephen Fogarty, Fogarty & Hara
Mrs. Debbie Ginetto, Burton Agency

III. Pledge of Allegiance

IV. Open Public Meeting 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”

President Judge Cravello took a minute to thank everyone who reached out, sent flowers and cards for her mom’s passing; the outpouring of support is so appreciated.

V. Reports

- A. Interim Superintendent-
 - Dr. Brockel was happy to announce that all the non-tenured and affiliated staff are on the agenda for rehire
- B. Business Administrator
 - Budget meeting on the 30th
 - The electrician has been in updating some outlets.
 - A hand railing has been placed on the front steps
- C. Director of Curriculum and Instruction
 - Testing will be starting- instruction trial has taken place everything worked well. Schedules are going to teachers tomorrow. Moving in a positive direction with regard to testing
- D. Principal

- Pennies for Patients has concluded final count will be give soon
- Children in Unity fundraising drive completed. Earned enough for 50 backpacks which will be filled by the students in June
- Library Card Drive- Grades 1 and 2, fifty five students applied and received RP Library Cards
- YAM (Youth Art Month) held their reception on March 21st.Great turnout, student artwork was excellent. Thank you to Mrs. O'Brien for all her hard work
- MSU Theatre on the Move Anti-Bullying Assembly was held on 3/22 for middle school students.
- Bendy Bookworm Assembly took place on 3./28 for grades K-2. Featured stories and Yoga. Students were all engaged and loved the stories.
- Virtual Author Visit (Gordon Korman) took place on 4/8 for our 3rd-5th grades.
- Autism Awareness Assembly was held on April 8th for 4th-8th graders. Thank you to Miss Cohen for her hard work in putting together the assembly
- Spring Band Concert took place on 4/9. Thank you Dr. Sacco and our band students for their hard work
- G&T/ESL International night thank you to all of our families for the great international food. Thank you Dr. Sacco, Mrs. Sacco and Ms. Hughes for all your work in organizing the event
- Upcoming event dates NJSLA Testing April 30, Kindergarten Parent Orientation May 8th, 5th Grade L.E.A.D. Graduation May 15th, and Spring Vocal Concert May 23rd, Field Day May 31st.

E. PTO

F. Board Committees, as needed:

- Personnel Mr. Kral- all non-tenure teachers are coming back
- Negotiations Mr. Sorrentino stated the next meeting will be May 1st.
- Building and Grounds Mr. Trawinski the committee met gave their full support with everything that was brought forward, further discussion will continue on Williams St. project. District is headed in a great direction.

Board Liaison:

- Mrs. Judge Cravello mentioned Baseball opening day, the board is invited. Mr. Trawinski added that Soccer registration will have a table at baseball opening day for soccer registration.

G. Al Zaccone, District Architect of Record – Mr. Zaccone presented the board with three scenario for additional parking in the School lot with various changes to drop off and also addressing William St parking.

1. Adding 44 spaces to the existing lot, which would then move the Basketball court back and keep parking on Williams St.
2. Create a road down the side of the property from Williams into the parking lot Basketball courts would still be moved.
3. Change the front access this would create 83 spaces. Basketball courts moved back, Softball field placed in back corner by Williams St.

A new updated survey would need to be done the last one was in 1999, also a traffic study. A healthy discussion followed.

VI. Public Comment (Agenda Items Only)

The Board of Education reserves the right to hold public comment on agenda items only, at its discretion, at its regular monthly public meetings in accordance with Bylaw 0167. Public comment

will be limited to three minutes per person not to exceed 30 minutes. Citizens should give their name and address when recognized to speak. Please be reminded that this meeting is being recorded.

Mrs. O'Rourke Forest PI had some questions regarding the above mentioned improvements. Concerned about safety for the students, now the way students are all over the place, curb drop off, walking through the parking lot etc. She stated even if the William Street lot was removed street parking would still be an option during activities.

It was decided that further investigation with regard to traffic and the ground survey would have to take place before going forward.

VII. Items for Board Action-Resolutions **Routine Matters Resolutions R1-R12**

R1. Approval of Minutes

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the minutes of the following meetings:

February 13, 2019 Special Joint Meeting
March 19, 2019 Regular Meeting & Executive
March 26, 2019 Special Meeting & Executive

R2. Attendance

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the attendance report for the month of March 2019 as listed:

<u>Enrollment</u>		<u>Left</u>	<u>Entered</u>
Midland School	503	1-5 th Grade	
Hackensack H.S.	133	1-7 th Grade	
Academies/Technical Schools	24	1-8 th Grade	
Totals	660	1-Kndg	
<u>Pupil Attendance</u>		<u>Teacher Attendance</u>	
Possible Days	10079	Possible Days	1060
Days Present	9689.5	Days Present	1014
Days Absent	389.5	Days Absent	46
% Present	96.1%	% Present	95.6%
% Absent	3.9%	% Absent	4.4%

R3. Emergency & Crisis Situations

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following Fire and Security drills held in the month of March 2019 for the Rochelle Park School District.

Fire Drill March 14, 2019
Security Drill March 29, 2019

R4. Harrassment Intimidation and Bullying

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following HIB Report for March 2019 on behalf of the Rochelle Park School District.

March 2019

Reported Cases: 2
Number of Cases open: 0
Number of Cases closed: 2
Number of Incidents determined to be HIB: 1

R5. Field Trips

RESOLVED: upon the recommendation of the Interim Superintendent, that the Board of Education approves the following trips for the 2018-2019 school year:

Grade / Place	Date	Cost per child
3 rd Grade- Wild West City	June 4 , 2019	\$ 25.00

R6. Bylaws & Policies

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves a first reading of the following Policy and Regulation:

7510 Use of School Facilities

R7. Boosterthon Fundraiser

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education supports the student body in connection with the Boosterthon campaign for the 2019-2020 school year.

R8. 8th Grade Barbeque

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education supports the student body in connection with an 8th Grade Barbeque day.

R9. School Calendar

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the following changes to the 2018-2019 school calendar as presented. The changes represent the two unused snow days. If for some unknown reason something were to happen prior to these two days the Board reserves the right to reverse their decision.

May 24, 2019 would be closed for students

May 28, 2019 would be closed for students, faculty and staff

R10. Volunteer

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves Jeffrey Holz to perform various services for the Building and Grounds Department.

R11. Softball/Baseball Schedule

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the softball/baseball schedule for the 2018-2019 school year.

R12. Teacher Aide Evaluation Tool

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the Teacher Aide Evaluation tool.

R1-R12 1-7 9-11 pulled 8-12

Motion Mr. Abboud Second Ms. Holz

Roll Call 7-0 motion carried

Mr. Trawinski- asked for more information on Boosterthon program. Mr. Alberta will discuss it further at our next meeting.

Mr. Kral- asked why we were pulling R8. Dr. Brockel explained that we didn't have a date set.

Personnel Resolutions P1-P11

P1. Professional Development

RESOLVED: upon the recommendation of the Interim Superintendent, the Board of Education approves the participation of the persons named at the following workshops/conferences:

Faculty	Name of Workshop	Date	Cost
Kristin Colucci	Anxiety Disorders in Children	May 20-21, 2019	\$399.99
Cara Hurd	Collaborative workshop for Annual School Plans	May 6, 2019	.00
Christine Horohoe and Christina Durkin	AAC Professional Development Training	May 9, 2019	\$75.00 each
Christine Horohoe and Christina Durkin	AAC Professional Development Training	June 5, 2019	\$75.00 each
Laurel Barriento	BELS Digital Escape Rooms	May 13, 2019	\$.00
Jennifer O'Brien Sheryl Meyers	Juling Seminar	April 5, 2019	\$.00

Retirements/Resignation

P2. RESOLVED: that the Board of Education accept with regret Robert Stack's resignation and retirement letter dated April 3, 2019 from the Rochelle Park School District effective June 30, 2019. We wish him much luck and happiness in his retirement.

P3. RESOLVED: that the Board of Education accept with regret Rodolfo Rivera Sanchez resignation and retirement letter dated April 3, 2019 from the Rochelle Park School District effective June 30, 2019. We wish him much luck and happiness in his retirement.

Employment of Administrative Staff

District Appointments

P4. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following individuals effective July 1, 2019 to June 30, 2020.

Mr. Michael Alberta - Principal
Mrs. Cheryl Jiosi - Business Administrator/Board Secretary
Mr. Rexhep Leka - Building & Grounds Supervisor

P5. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following individuals effective July 1, 2019 to June 30, 2020.

Mrs. Malvina Leka – Admin. Assistant
Mrs. Donna Centrella – Admin. Assistant
Mrs. Debra Pinto – Admin. Assistant

Custodians

P6. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following custodial personnel for the 2019-2020 school year, effective July 1, 2019 through June 30, 2020 as per the below list.

Albert Margjokaj
Jorge de la Torre
Fabian Tenaud

*Step and salary to be determined upon settlement of the master contract for the 2019-2020 school year.

Classroom Assistants

P7. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the employment of the following Classroom Assistants for the 2019-2020 school year (no benefits), 27.5 hours a week.

Suzanne Antista
Kristine Berta
Jessica DeFalco
Beth DeSimone
Krista Fuchs
Colleen Gerber
Nancy D'Addezio Gomez
Bernadette Holzmann
Keri Izzo
Cira Ochman
Deborah Pallouras
Mary Pichardo
Angela Scarpa
Mariuxi Zambrano

* Salary to be determined upon settlement of the master contract for the 2019-2020 school year.

Cafeteria/Playground Assistants

P8. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following cafeteria/playground assistant appointments for the 2019-2020 school year.

Vilma Barrios
Patricia Daubner
Petra Hammid
Lorraine Jakubik
Phyllis Mocera
Caterina Nino
Debra Pinto

Certified Personnel

P9. RESOLVED: on the recommendation of the Superintendent, that the Board of Education offers contracts of employment for the 2019-2020 school year to the following non-tenured teachers:

Angel Baker

Jessica Cohen
Jessica DiCori
Karen Dooley
Christina Durcan
Stephanie Fernandes
Kaitlyn Gallagher
Allison Hilla
Josephine Hong
Christine Horohoe
Krystle Hughes
Meaghan Mallon
Suh Nam
Theresa Roman
Allison Sparaga
Allison Sherry
Kaileigh Zander

*Step and salary to be determined upon settlement of the master contract for the 2019-2020 school year.

Substitute Teachers

P10. RESOLVED: upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education approves the following personnel to the Substitute Teacher list for the remainder of the 2018-2019 school year.

Rachel Medina

Extracurricular Activity

P11. RESOLVED: upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education approves Samuel Ramirez to the position of Assistant Baseball Coach for the 2019-2020 season.

P1-P11.

Motion Mr. Sorrentino Second Mr. Abboud

Roll call 7-0 motion carried

Trawinski- P2- would like to thank Mr. Stack for his river field trips. He always looked forward to that trip. His teaching time and involvement with the students, he would like to thank him for that. He explains run off, and ph. levels. It was nice to see, he will be missed.

Mrs. Judge Cravello also expressed her appreciation for Mr. Stack and remembered also about the River trip and how he engaged the students.

Mrs. Judge Cravello further added that Rodolfo has also been with us a number of years and she wishes him all the best in the future as well.

Mr. Trawinski stated that Mr. Alberta, Mrs. Jiosi, and Mr. Leka have worked tirelessly always there for the board and the school thanked them for everything they are doing.

Finance Resolutions F1-F18

F1. Bills List

RESOLVED: that, upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education approves the payment of bills for April 1, 2019 to April 18, 2019.

A. Regular Bills- Fund 10	\$695,295.91
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B. Federal Grant - Fund 20	\$21,361.55
C. Cafeteria - Fund 60	\$37,911.99
D. Afterschool Program -Fund 61	.00
Total for the month of April	
TOTAL DISBURSEMENTS	\$754,569.45

F2. Additional Bills List in April

RESOLVED: that upon the recommendation of the Interim Superintendent, the Rochelle Park Board of Education authorizes a second check run for the month of April 2019 with the amounts to be approved at the May, 2019 meeting.

F3. Secretary & Treasurer's Reports

RESOLVED, that upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education accepts, and affixes to the minutes, the Board Secretary's and Treasurer's Financial Reports for the month of February 2019.

F4. Student Activities

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the Student Activities report for the month of February, 2019.

F5. Transfers

RESOLVED, on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the line item transfers for February, 2019.

F6. Certifications

RESOLVED, that, upon the recommendation of the Interim Superintendent, as per New Jersey Administrative Code and New Jersey Statutes Annotated legislation and requirements, the following statement is approved:

Pursuant to N.J.A.C.6A:23-2.11(c), I certify that as of February 28, 2019 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A 18A:22-8 and 18A:22-8.1, and

Pursuant to N.J.A.C. 6a:23-2.11(c), I certify that no budgetary line item account has been over-expended in violation of N.J.A.C.6:20-2.11 (a).

Cheryl Jiosi, Business Administrator/Board Secretary

F7. Payroll Authorization

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education approves the payroll for March 2019 as follows:

March 2019	
Fund Gross Payroll	
Fund 10	529,601.52
Fund 20	4,518.50
Fund 61	12,297.65
Fund 62	0
Total	546,417.67

F8. Secretary & Treasurer's Reports

RESOLVED, that upon the recommendation of the Interim Superintendent, that the Rochelle Park Board of Education accepts, and affixes to the minutes, the Board Secretary's and Treasurer's Financial Reports for the month of March 2019.

F9. Student Activities

RESOLVED: on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the Student Activities report for the month of March, 2019.

F10. Transfers

RESOLVED, on the recommendation of the Interim Superintendent, the Board of Education accepts, and affixes to the minutes, the line item transfers for March, 2019.

F11. Certifications

RESOLVED, that, upon the recommendation of the Interim Superintendent, as per New Jersey Administrative Code and New Jersey Statutes Annotated legislation and requirements, the following statement is approved:

Pursuant to N.J.A.C.6A:23-2.11(c), I certify that as of March 31, 2019 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A 18A:22-8 and 18A:22-8.1, and

Pursuant to N.J.A.C. 6a:23-2.11(c), I certify that no budgetary line item Account has been over-expended in violation of N.J.A.C.6:20-2.11 (a).

Cheryl Jiosi, Business Administrator/Board Secretary

F12. Liability Insurance Requirements

WHEREAS, Board Policy and Regulation 7510 Use of School Facilities requires that all organizations desiring use of school facilities must furnish evidence of the purchase of liability insurance in the minimum amounts of \$1,000,000 per occurrence/\$3,000,000 aggregate per year for claims; and

WHEREAS, the Rochelle Park PTO used school facilities for events which they sponsored on April 6, 2019 and April 12, 2019 (hereinafter referred to as "PTO events") for which it and the vendors providing the entertainment were only able to furnish proof of liability insurance in the amount of \$1,000,000 per occurrence/\$2,000,000 aggregate; and WHEREAS, the PTO was not aware of the amount of liability insurance required by Board Policy and Regulation 7510; and WHEREAS, the PTO events were advertised with the District's students and their families expecting to attend such events; and

WHEREAS, the Business Administrator approved the PTO events based on \$1,000,000/\$2,000,000 insurance coverages provided by the PTO and its vendors; and WHEREAS, the Business Administrator also required the PTO's vendors to enter into a Hold Harmless Agreements.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and reaffirms the Business Administrator's approval of the PTO events; and

BE IT FURTHER RESOLVED that the Board hereby grants an exception to the PTO of the minimum Liability coverages required by Board Policy and Regulation 7510 for the remainder of the 2018-2019 School year, thereby permitting the PTO to furnish liability coverage of \$1,000,000/\$2,000,000 for any remaining events occurring before June 30, 2019; and

BE IT FURTHER RESOLVED that effective July 1, 2019 any organization desiring use of school facilities, including the PTO, must strictly comply with Board Policy and Regulation 7510, including

furnishing an insurance certificate showing evidence of general liability insurance coverage in the minimum amounts of \$1,000,000/\$3,000,000.

F13. Capitol Reserve Transfer

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, that, pursuant to N.J.A.C. 6A:23A-14.1 (h)1, the Rochelle Park Board of Education approves the transfer of \$10,000 from the Capital Reserve account to the current account for the purpose of pre-development architectural costs associated with Interior Alterations at Lower Level Project 1902.

F14. Corrective Plan for Department of Agriculture

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education shall submit a corrective action plan to the New Jersey Department of Agriculture to address one finding that was part of the Administrative Review Conducted in February 2019.

F15. Contract –Phoenix Advisors, LLC

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves a contract with Phoenix Advisors, LLC as our Continuing Disclosure Agent and Independent Registered Municipal Advisor for 2019-2020 for a fee of \$1,000.

F16. Contract- Critical Response Group

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves a contract with Critical Response Group for a fee of \$3,960.

F17. Contract- Atlantic Tomorrows Office

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education approves a state contract #40467 with Atlantic Tomorrows office for five Copiers/printers/scanners which includes Paper Cut software to manage printing services. In addition, managed print service will be provided to the district for all HP printers.

F18. Facility Use

RESOLVED, on the recommendation of the Interim Superintendent, the 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 activities at any time which may cause changes to the calendar.

Group/Organization	Use/Purpose/Room	Dates	Rental Fee
RP Youth Baseball	Field	March 23, 2019- July 2019	None
RP Cub Pack 188	Field/Gym	June 7, 2019	None

F1-F18

Motion Mr. Kral, Second Mr. Trawinski

Roll Call 7-0 motion carried

Mr. Trawinski inquired about the corrective action plan listed on the agenda

Mrs. Jiosi explained that the state comes in an audits the cafeteria, there was training they (cafeteria) needed to do, they did the wrong training and therefore a corrective action plan was put in motion and needs to be approved by the board.

Mrs. Judge Cravello- Policy needed to be updated there was an issue with some of the words in the old policy.

F-16 Trawinski asked what that was. Mrs. Jiosi explained

VIII. Public Comment (Agenda and non-agenda items)

The Board of Education reserves the right to hold public comment on agenda and non-agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person not to exceed 30 minutes. Citizens should give their name and address when recognized to speak.

Mrs. Reilly gave the PTO events – Box Tops are ending soon, next meeting is 5/14, Mrs. Reilly invited the Board members to the meeting, she added that the Principal has been attending which has been great.

Mrs. Abraham Forest Pl. Congratulated Mr. Stack on his retirement, stating is a blessing that her children had him. She also credited him with teaching her how to pick cut wood, he being the shop teacher when Mrs. Abraham was a student in Midland.

Mrs. Abraham also congratulated Rodolph on his retirement, she has gotten to know him over the years working with Basketball, she wished him the best of luck.

IX. Announcements

A Special Meeting will be held on April 30, 2019 at 7:00 PM in the Library/Media Center.

A Special Meeting on May 14, 2019 at 7:00 P.M. in the Library/Media Center.

The next Regular Meeting will be held on May 21, 2019 at 7:00 P.M. in the Library/Media Center.

X. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss Litigious matters.

Motion Ms. Holz, Second Mr. Sorrentino, to open at 7:31 P.M.

Motion Mr. Kral, Second Mr. Trawinski to close at 9:17 P.M. and reopen to the public meeting.

A1. ADDENDUM

Request for Proposal

RESOLVED: that, upon the recommendation of the Interim Superintendent of Schools, the Rochelle Park Board of Education authorizes the Business Administrator to prepare and release a request for Proposal (RFP) for Legal Services.

Motion Mr. Kral, Seconded Ms. Sorrentino

Roll Call: 5-2 (Wuthrick, Holz)

XI. Adjournment

Motion Mr. Kral, Second Mr. Abboud 9:20 P.M.