

Rochelle Park Board of Education
Executive Session 6:30 PM Regular Meeting Minutes 7:30 P.M.
December 14, 2021

- I. Call to Order
- II. Roll Call

Board Member	Present	Absent
Mr. Scott Kral, Vice President	X	
Mr. Adib Abboud		X
Ms. Christina Holz	X	
Mrs. Teresa Judge-Cravello	X	
Mr. Joseph Marolda	X	
Mr. Charles Schaadt	X	
Mr. Matt Trawinski, President	X	

Others Present:

- Dr. Sue DeNobile, 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

III. Open Public Meeting Act, Chapter 231, P.L. 1975

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 in 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” posted on the District website, at least 48 hours prior to the time of this meeting.

IV. Executive Session

Be it resolved that the Rochelle Park Board of Education will convene in Executive Session to discuss confidential matters which include contracts and personnel.

V. Pledge of Allegiance, moment of silence for the victims of the recent tornado and Covid 19

VI. Public Session - Recognitions

ROCHELLE PARK BOARD OF EDUCATION RESOLUTION
IN RECOGNITION AND APPRECIATION FOR
Adib Abboud

- (A) WHEREAS, Adib Abboud has served as a Board Trustee with the Rochelle Park Board of Education from January 2019 through December 2021. During this time, he has committed himself and served to the operations of the Rochelle Park Board of Education and for the well-being of the Children of Rochelle Park - Midland School #1;
WHEREAS, his personal commitment to a quality education, his valued participation in establishing effective policies, and his readiness to render services in seeking educational excellence have contribute immeasurably to the progress of our school system; and

WHEREAS, the Members of the Board of Education and the community appreciates and hereby recognizes his commitment to the Rochelle Park Board of Education; Rochelle Park - Midland School #1 and to the children of the community; and
NOW THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education, on behalf of your colleagues, our teachers and our students, acknowledges the efforts of Adib Abboud as Board Trustee of the Rochelle Park Board of Education; and
BE IT FURTHER RESOLVED, that with the enactment of this resolution, Adib Abboud's recognition shall be so noted in the minutes and become a part of the permanent record of the district; and BE IT FINALLY RESOLVED, that the Rochelle Park Board of Education wishes Adib Abboud every success during the coming years.

Motion by Mr. Kral, second by Ms. Holz,

Roll call 6-0

Motion Carried

President Trawinski expressed sadness that Eddie is leaving the board, He is going to miss him. Eddie always had a middle ground calming effect. He gave you the opportunity to speak, gave everything he had for the students. Mr. Trawinski is looking forward to working with a new member, but sad that Eddie will not be on the board.

Mr. Kral stated he never met Eddie before he was elected to the board, but has become a good friend. He served on the finance committee and he was good on that committee, he left big shoes to fill. He always looked out for the students, great family man. Going to miss him on the board.

Mrs. Judge Cravello stated that they came on the board together, she wished Eddie the best of luck. She is also looking forward to the future. She has seen a lot of changes, everyone brings their own perspective. Thanked Eddie for his time on the board and the work that he did.

Reports

(B) Recognition of 1st Marking Period Honor Roll Students – postponed

(C) Recognition of Bergen County Cereal Box Challenge winners of Best Video- postponed

VII. Reports

- A. Superintendent Dr. DeNobile addressed the state and school Covid-19 numbers, both are seeing an uptick in cases. She advised parents to keep students' home if they are sick. If your child does test positive, she urged the parents to notify the administration as soon as possible, even if it is off hours. Please email or leave a phone message, we do monitor them off hours. Early notification is the best, many factors determines the procedures we follow.
As far as student activities- covid has impacted our Honor Roll and Holiday Concert assemblies, the Holiday concert will be in person if we can, otherwise a video will be made.
The reconstruction is in the final stage the building will be closed down the week of the 27th
Administration will still be available.
There was a misunderstanding of the teacher resignations. Two teachers resigned from the morning breakfast duty role. Not from the district. The reporter will issue an update.
Dr. DeNobile wished everyone a joyful, peaceful time together this holiday season. Let this be safe healthy times for everyone.
- B. Business Administrator-Mrs. Jiosi stated her office is gearing up for the budget cycle. Mid-year review will be due to the state in a few weeks. Construction is moving forward and she can see a light at the end of the tunnel for that project. Mrs. Jiosi wished everyone a happy and healthy holiday and New Year.
- C. Director of Curriculum and Instruction

D. Principal Teacher of the year (Angel Baker) and Ed Specialist of the year (Kaitlyn Leithauser) have been named respectfully. They will be celebrated at an upcoming BOE meeting. Student council is running a candy cane drive. With proceeds used to donate toys to Toys for Tots. The RPPD will come to pick up the toys. The door decoration contest voting will take place this week. December 23rd is a ½ day session. Lunch time and how to improve on that is something that is always being taken into consideration and looked over. Thank you to the parents for your support and patients during this process. Have a happy and healthy holiday.

President Trawinski started a discussion regarding having the student's come to the meeting to see how government works. Mr. Alberta will talk to the advisor.

E. Board Committees, as needed:

Policy Mrs. Judge Cravello mentioned there was a second reading on the agenda tonight to approve policies. She thanked the policy committee, Ms. Holz and Dr. DeNobile for their work on this committee. The school is run by the policies and regulations, along with the Covid procedures. Happy holidays- can't wait to see the holiday concert video.

G. Board Liaison:

Municipality – Mr. Kral announced that Santa will be on the fire truck on December 18, so be sure to look for him. The Knights of Columbus are running their annual winter coat drive. Rec Basketball Adult registration has opened.

Mrs. Teresa Judge Cravello praised the students who were singing at the tree lighting. Adding it was wonderful.

VIII. Public Comment (Agenda Items Only)

The Board of Education reserves the right to hold public comment on agenda items, at its discretion, at its regular monthly public meetings. Public comment will be limited to three minutes per person. Citizens should give their name and address when recognized to speak.

No one chose to speak

IX. Items for Board Action-Resolutions

Routine Matters Resolutions R1-R8

APPROVAL OF MINUTES

R1. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approves the minutes of the following meetings.

November 30, 2021 Regular and Executive Session Minutes I & II

ATTENDANCE

R2. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approves the attendance report for the month of November 2021 as listed:

Enrollment

Midland School	507
Hackensack H.S.	144
Academies/Technical Schools	34
Totals	685

Pupil Attendance

Possible Days	7515
Days Present	7167.5

Teacher Attendance

Possible Days	1044
Days Present	1017

Days Absent 347.5
% Present 95.3%
% Absent 4.7%

Days Absent 27
% Present 97.4%
% Absent 2.6%

EMERGENCY & CRISIS SITUATIONS

R3. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approves the following Fire and Security drills held in the month of November 2021 for the Rochelle Park School District.

Fire Drill November 8, 2021
Security Drill November 29, 2021

HARRASSMENT INTIMIDATION AND BULLYING

R4. RESOLVED: upon the recommendation of the Superintendent, that the Board of Education approves the following HIB Report for November 2021 on behalf of the Rochelle Park School District.

November 2021

Reported Cases:2

Number of Cases open: 0

Number of Cases closed: 2

Number of Incidents determined to be HIB: 0

School Suspensions:1

BYLAWS & POLICIES

R5. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves a second reading and adoption of the following Regulations.

- a) Regulation 3212 Professional Staff Attendance review and Improvement Plan
- b) Regulation 3432 Sick Leave
- c) Regulation 4212 Support Staff Attendance review and Improvement Plan
- d) Regulation 4432 Sick Leave

BOARD GOALS

R6. RESOLVED: upon the recommendation of the Superintendent the Board of Education approve the following Board goals for the 2021-2022 school year.

1. Health and Safety: Continue to explore and implement improved safety techniques and technologies to enhance safety, security, and well-being, including social-emotional health for all members of our school community.
2. Facilities: Review the Long-Range Facilities Plan, including the District's Architect of Record, to address Phase II construction on and renovation for STEAM classrooms with an eye toward green technology.
3. Governance: The Board of Education will strive to have effective and efficient Board Meetings, and maintain the highest level of boardsmanship by continuing participation in NJSBA sponsored meetings, training, and workshops.

SPECIAL EDUCATION SERVICES

R7. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves hospital instruction for student CST #2120 at a cost of \$390.00.

ANTI-BULLING BILL OF RIGHTS ACT

R8. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the submission of the School Self-Assessment under the Anti Bullying Bill of Rights.

R1-R8

Motion Ms. Holz, Second Mrs. Judge Cravello

Roll Call 6-0

Motion carried

Personnel Resolutions P1-P12

PROFESSIONAL DEVELOPMENT

P1. RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the administration and teaching staff to participate in Teach 4 Results with Dr. Tracey Severns on January 20, 2022 for a half day and March 21, 2022 for a full day for a total cost of \$8,500, funding by ESSER II grant.

PROFESSIONAL DEVELOPMENT

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

Name	Workshop	Date	Cost
(a) Steven Lahullier	Techspo 22	January 26- January 28, 2022	\$490 registration plus Travel in accordance with NJ DOE waiver and OMB guidelines
(b) Michael Alberta	Techspo 22	January 26-28, 2022	\$490 registration plus Travel in accordance with NJ DOE waiver and OMB guidelines

HIRES- CERTIFICATED

P3. RESOLVED on the recommendation of the Superintendent, the Board of Education approves the appointments of the following individuals to a list of Teacher in Charge for the 2021-2022 school year. Compensation in accordance with the RPBOE/RPEA contract for the 2021-2022 school year of \$85.00 per day.

- A. Tara Mizzoni
- B. Thomas Hornes
- C. Lisa Fletcher

HIRES- CERTIFICATED

P4. 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 Danielle Manzetti to the position of Teacher January 3, 2022 until June 30, 2022 on MA Step1 at a salary of \$62,540.00

REGISNATION

P5. RESOLVED: on the recommendation of the Superintendent, the Board of Education accepts with regret the resignation of Arthur Del III as a Paraprofessional as of December 23, 2021.

HIRES- NON -CERTIFICATED

P6. 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 appoint Sarkis Kasparian to the position of Full Time Custodian January 1, 2022 until June 30, 2022 on Step2 at a salary of \$ 45,575.00.

HIRES- NON -CERTIFICATED

P7. 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 appoint Albert Serpineto to the position of Part/Time 5 ½ hours per day Custodian January 1, 2022 until June 30, 2022 on Step2 at a salary of \$ 45,575.00 prorated to \$31,572.00.

HIRES- NON -CERTIFICATED

P8. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the appointment of Dayana Soto to the position of Cafeteria/Playground Aide starting January 3, 2022 (pending NJDOE clearance) until June 30, 2022 at a salary of \$13.00 per hour.

HIRES- NON -CERTIFICATED

P9. RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the following individuals to the list of Substitute's as of January 1, 2022, for the 2021-2022 school year at the rate of \$120.00 per day as needed.

- 1) Samantha Will- Substitute Teacher
- 2) Arthur Del III – Substitute Teacher

SUPERINTENDENT EVALUATION INSTRUMENT

P10. RESOLVED: upon the recommendation of the Superintendent that the Board of Education approve the Superintendent evaluation instrument.

SUPERINTENDENT'S GOALS

P11, RESOLVED: upon the recommendation of the Superintendent the Board of Education approve the following Superintendent goals for the 2021-2022 school year.

1. To develop and support the implementation of the district's professional development program that aligns with identified and mandated needs, and enhances the capacity for instructional practices.
2. To examine the district's needs for personnel and contracted services and make recommendations for aligning to the 2022 budget development, to ensure student service delivery commencing July 1, 2022.

3. To explore and implement resources that best utilize the ESSER grant funds for students' academic and social/emotional development.

STUDENT TEACHERS/INTERNS

P12. RESOLVED: on the recommendation of the Superintendent the Board of Education approves Morgan Parente for a Student Clinical Placement through the William Paterson University for the Spring 2022 and Fall 2022 semesters, January 24, 2022 to December 10, 2022, 3 days per week.

HIRES- CERTIFICATED

P13. 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 Rebecca Cadena to the position of Supervisor of Special Education, starting on or before February 14, 2022 until June 30, 2022 at a prorated salary of \$85,000.00

HIRES- CERTIFICATED

P14. 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 Savannah Orta to the position of School Psychologist, starting on or before February 14, 2022 until June 30, 2022 on MA Step1 at a prorate salary of \$62,540.00

P1-P14

Motion Mr. Kral, Second Ms. Holz
Roll Call 6-0
Motion carried

Finance Resolutions F1-F15

BILLS LIST

F1. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, approves the December 2021 bill list attached and listed below.

A. General Funds- Fund 10& 11	\$324,030.09
B. Federal Grant – Fund 20	\$5,015.00
C. Referendum Account-Fund 30	.00
D. Cafeteria- Fund 60	\$6,716.25
E. Afterschool Program- Fund 61	.00
TOTAL PAYMENTS FOR December	\$335,761.34

TOTAL DISBURSEMENTS

ATTACHEMENT 2

CHECK RUN

F2. Be it resolved that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, authorizes a check run for the month of December 2021 with the amounts to be approved at the January 2022 meeting.

SECRETARY & TREASURER'S REPORTS

F3. RESOLVED, upon the recommendation of the 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 October 2021.

TRANSFERS

F4. RESOLVED, upon the recommendation of the Superintendent, the Board of Education accepts, and affixes to the minutes, the line item transfers for October 2021.

CERTIFICATIONS

F5. RESOLVED, upon the recommendation of the 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 October 31, 2021_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 in October 2021_no budgetary line item account has been over-expended in violation of N.J.A.C.6:20-October 30, 2021 2.11 (a).
Cheryl Jiosi, Business Administrator/Board Secretary.

SECRETARY & TREASURER'S REPORTS

F6. RESOLVED, upon the recommendation of the 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 November 2021.

TRANSFERS

F7. RESOLVED, upon the recommendation of the Superintendent, the Board of Education accepts, and affixes to the minutes, the line item transfers for November 2021.

CERTIFICATIONS

F8. RESOLVED, upon the recommendation of the 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 November 30, 2021 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 in November 2021_no budgetary line item account has been over-expended in violation of N.J.A.C.6:20-November 30, 2021 2.11 (a).
Cheryl Jiosi, Business Administrator/Board Secretary.

STANDARD OPERATING PROCEDURES

F9. BE IT RESOLVED that N.J.A.C. 6A:23A-6.5 requires school districts to evaluate business processes annually to ensure that a strong control environment exists in which sound segregation of duties are in place and allocated amongst available resources appropriately.

BE IT FURTHER RESOLVED that N.J.A.C. 6A:23A-6.6 requires school districts to establish standard operating procedures for each task or function of the business operations of the district and that district employees are aware of such procedures.

NOW THEREFORE BE IT RESOLVED that the Board of Education approve a standard operating procedures and internal controls manual. The manual will be updated and modified as needed, as recommended by the superintendent.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

F10. RESOLVED: upon the recommendation of the Superintendent, the Rochelle Park Board of Education accepts the Annual Comprehensive Financial Report for the fiscal year 2020-2021 as audited and prepared by Nisivoccia of Mount Arlington New Jersey, in compliance with code requirements; and

BE IT FURTHER RESOLVED: upon the recommendation of the Superintendent, the Board of Education approves the 2020-2021 Audit and CAFR as presented, and direct the Business Administrator/Board Secretary to send a certified copy of this resolution to the Bergen County Superintendent of Schools.

APPROVAL OF SEMI WAIVER

F11. WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2022-2023, and

WHEREAS, the Rochelle Park Board of Education desires to apply for this waiver due to the fact that its projects having fewer than 40 Medicaid eligible classified students.

NOW, THEREFORE BE IT RESOLVED, that the Rochelle Park Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of N.J.A.C. 6A23A-5.3 for the 2022-2023 school year."

F12.RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the quote with Van Natta Mechanical Corporation to install an actuator automatic water shut off valve at a cost of \$8,800.00.

F13. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the quote with Engineered Security for a dual input module to monitor the water shut off valve as part of our fire alarm monitoring system at a one-time cost of \$3,100.00 for the additional equipment.

F14. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the quote with Nickerson Corporation to install safety padding along the stage at a cost of \$7,042.56.

F15. RESOLVED: Upon the recommendation of the Superintendent, the Rochelle Park Board of Education approves the quote with Strauss Esmay Associates for their District Online services at a one-time initial set up fee of \$3,195.00 which includes a half day training session for users and an annual cost of \$ 2,190.00 , prorated for the remainder of the 2021-2022 school year.

F1-F15

Motion Mrs. Judge Cravello, Second Mr. Kral
Roll Call 6-0
Motion carried

X. 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. Citizens should give their name and address when recognized to speak.

No one chose to speak

XI. Announcements The next Annual Reorganization Board of Education meeting will be held on January 4, 2022 in the Auditorium at 7:00 PM

XII. Adjournment

Motion Ms. Holz Second Mr. Marolda
Roll Call 6-0
Motion carried