

**Rochelle Park Board of Education
Regular Meeting– 8:00 P.M.
August 22, 2011**

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

Board Members	Present	Absent
Mr. Robert Verhasselt , Vice President	X via phone	
Mr. Sam Allos		X
Mrs. Teresa Cravello	X	
Mr. Jay Esposito	X	
Mrs. Maria Lauerman	X	
Mr. Mark Scully		X
Mrs. Patricia Bilka, President	X	

Others Present:

Fredrik Oberkehr, Ed.D., Superintendent/ Acting School Business Administrator
Ellen Kobylarz, Board 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 Dr Oberkehr reported the following:

- The Oldies Concert held at Midland School August 18, 2011.
B. Verhasselt questioned the water leak in Gym
Dr. Oberkehr explained there was a problem in one of the bathrooms but it has since been repaired. Dr. Oberkehr also thanked the Fire Department for their help with the situation.
- There will be resolutions to approve the substitute teachers, long term substitutes and school nurse salaries.
- There will be a resolution to approve and adopt the Emergency Management Plan for the Rochelle Park School District.
- There will be a resolution to approve Mrs. O’Brien to attend a workshop on October 3 & 4, 2011 at a cost of \$185.00 to the district for registration, also a workshop for Mrs. Genovese to attend a workshop on September 23, 2011 at no cost to the district for registration.
- There will be a resolution to approve the annual update to the Uniform State Memorandum of Agreement.
- There will be a resolution to approve a first reading of policy #5512.1 Harassment, Intimidation and Bullying
- There will be a resolution on the agenda to approve the Professional Development Plan.

- V. Acting Business Administrator's Report:** Dr Oberkehr reported the following
- The audit report is in the process of being completed, no major errors were found.
 - Currently we are in the process of completing all necessary repairs and inspections for the opening of school.
 - The district is down 2 custodians but we are in good shape to open.
 - There will be two addendums added to the agenda, one for a shared services contract and the other to rehire 3 lunch aides.

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 Mrs. Lauerman, to open public comment at 8:02 p.m.
Roll Call 5-0
Motion Carried

None

Motion by Mrs. Lauerman, seconded by Mrs. Cravello, to close public comment at 8:03 p.m.
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.

POLICY #0168 – APPROVAL OF BOARD MINUTES

1. RESOLVED: that the Rochelle Park Board of Education approves the minutes with minor revisions of the following meetings:

- A. July 11, 2011 Caucus Meeting & Executive session**
- B. July 11, 2011 Regular Meeting & Executive session**

Motion by Mrs. Cravello, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

POLICY # 4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

***2. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education rescinds the appointment of Jeanmarie Corrigan to the position of Part Time Pre-school Aide for the 2011-2012 school year.

Motion by Mr. Esposito, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

***3. RESOLVED:** on the recommendation of the Superintendent, the Board of Education approves the employment of the following personnel for the 2011-2012 school year at a salary to be determined upon settlement of the master contract for the 2011-2012 school year.

Jeanmarie Corrigan – Part Time Special Education Classroom Assistant

Motion by Mrs. Cravello, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

4. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the following list of substitutes for the positions named for the 2011-2012 school year at a rate of \$10.05 per hour.

Marcelle Allos	Classroom/Playground/Secy.
Vilma Barrios	Classroom/Playground
Anita Bilali	Classroom/Playground
Antoniette Borrelli	Classroom /Playground
Alice Diraimondo	Playground
Thelma DePreker	Secretary
Patricia Daubner	Classroom/Playground
Christine Fischbach	Classroom/Playground
Colleen Gerber	Classroom/Playground (Pending Criminal History)
Lorraine Jakubik	Classroom
Phyllis Mocera	Classroom
Myrna Poidomani	Classroom/Playground
Bertha Sneyer	Classroom./Playground/Secy.
Dorothy Slotwinski	Classroom./Playground/Secy.
Francine Pascarella	Classroom/Playground
Jennifer Pinto	Classroom./Playground
Debra Pinto	Classroom

Motion by Mrs. Lauerman, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

5. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following list of substitute teachers for the 2011-2012 school year at a rate of \$80.00 per day:

Nicole Borsina	Kimberlee J Maier
Lisa Budinic	Sarafina Mammone
Maria Cassera	Madeline Morris
Josephine Cronin	Christopher Quinn
Michael DeBella	Samantha Parker
Jean Grater	Mary Ellen Senese
Matthew Grath	Angela Scarpa
Tara LaPira	Bertha Sneyer
Stephen Hubner	Raymond Soff Jr
Lauren Hemmerling	Michelle Saverino
Mary Monacchio	William Thorne
Jennifer Mesce	Paul Weiner
Wanda Lugo (Pending Criminal History)	
Randi Schmidt (Pending Criminal History)	
Monica Cisneros (Pending Criminal History)	

Motion by Mrs. Lauerman, seconded by Mrs. Cravello
Roll Call 4-1-0 (Mrs. Cravello abstained)
Motion Carried

6. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following list of substitute school nurses for the 2011-2012 school year at a rate of \$120.00 per day:

**Barbara Biringer
Mary Monacchio**

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

POLICY # 4415 SUBSTITUTE WAGES

7. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approve the following substitute teacher pay schedule for the 2011-2012 school year:

**\$80.00 per day
\$92.50 per day after 20 consecutive days of substituting in the same assignment**

Motion by Mr. Esposito, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

8. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the following substitute school nurse pay schedule for the 2011-2012 school year:

\$120.00 per day

Motion by Mrs. Cravello, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

POLICY #1400 – RELATIONS BETWEEN OTHER GOVERNMENTAL AGENCIES

9. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the Rochelle Park School District's Local Professional Development Plan for 2011-2012 as approved by The Bergen County Professional Development Board on August 5, 2011.

Motion by Mrs. Lauerman, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

POLICY #4111 – HIRING – CERTIFIED PERSONNEL

***10. 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 Cathleen Hernando to the position of Kindergarten Teacher from September 1, 2011 to June 30, 2012 on BA , Step 2 salary to be determined upon settlement of the master contract for the 2011-2012 school year.**

Motion by Ms. Lauerman, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

***11. 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 Jennifer Mesce to the position of Maternity Leave replacement 4th Grade Teacher (no benefits) starting on or before September 15, 2011 to February 24, 2012 on BA ,Step 1 to be determined upon settlement of the master contract for the 2011- 2012 school year.**

Motion by Mr. Esposito, seconded by Mr. Verhasselt
Roll Call 5-0
Motion Carried

***12. 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 JoAnn Ebershach to the position of 3/5 Library/Media Specialist Teacher (no benefits) from September 1, 2011 to June 30, 2012 on BA+15 , Step 2 to be determined upon settlement of the master contract for the 2011-2012 school year.

Motion by Mrs. Cravello, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

***13. RESOLVED:** that the Board of Education appoints the following person as summer custodian for the Midland School at a rate of \$9.00 per hour effective July 25, 2011 until September 1, 2011 or such a time where his services are no longer needed:

Francis Pinto III

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

POLICY #3240 PROFESSIONAL DEVELOPMENT

14. RESOLVED: on the recommendation of the Superintendent, that the Board of Education approves the participation of the person named at the following workshop/conference:

Jennifer O'Brien to attend "Art Educator's of NJ Fall Conference", in New Brunswick on October 3 & 4, 2011 at a cost of \$185.00 to the district for registration.

Theresa Genovese to attend "Hot Topics in N.J. Special Education Administration"
In Red Bank on September 23, 2011 at no cost to the district for registration.

Motion by Mr. Esposito, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

POLICY #7430 - SCHOOL SAFETY

15. RESOLVED: that the Board of Education approves the update to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the Rochelle Park School District as presented.

Motion by Mrs. Cravello, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

POLICY #0130 BYLAWS & POLICIES

16. RESOLVED: on the recommendation of the Superintendent, the Board of Education approves the first reading of the following policy:

Policy # 5512 Harassment, Intimidation and Bullying

Motion by Mr. Esposito ,seconded by Mrs. Cravello

Roll Call 5-0

Motion Carried

Dr. Oberkehr stated the policy # should read 5512.01

POLICY #9180 SCHOOL VOLUNTEERS

***17. RESOLVED:** on the recommendation of the Superintendent, that the Board of Education approves, with grateful appreciation, the following Student Volunteer:

Dana Matarlo– Pending Criminal History

Motion by Mr. Lauerman, seconded by Mr. Esposito

Roll Call 5-0

Motion Carried

POLICY #8468 – CRISIS MANAGEMENT

18. RESOLVED: that the Board of Education approves and adopts the revised Emergency Management Guide, dated August 16, 2011, for the Rochelle Park School District as presented.

Motion by Mr. Esposito, seconded by Mrs. Cravello

Roll Call 5-0

Motion Carried

POLICY # 8310 PUBLIC RECORDS

CUSTODIAN OF GOVERNMENT RECORDS

19. RESOLVED: on the recommendation of the Superintendent, that the Board of Education appoints the following individuals as “Custodian of Records” pursuant to N.J.S.A. 47:1A-1 for the Rochelle Park School District as indicated below:

APPOINTMENT	CUSTODIAN
Custodian of Government Records	Fredrik Oberkehr Ed.D. , Acting Business Administrator Assistant: Nathalie Trippeda, Secretary to the Business Administrator

Custodian of Personnel Records	Fredrik Oberkehr Ed.D. , Superintendent Assistant: Ellen Kobylarz, Secretary to the Superintendent
Custodian of Student Records	Cara Hurd, Principal Assistant: Pat Zavinsky, Secretary to the Principal

Motion by Mrs. Cravello, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

FINANCE AND INSURANCE

Upon the recommendation of the Business Administrator to the Superintendent:

POLICY #6410 PURCHASES BUDGETED

20. RESOLVED: that the Rochelle Park Board of Education approves the August 2011 Bills List as approved by the Finance Committee, attached and listed below:

Attachment 1

A. Regular Bills – Fund 10	\$139,790.31
B. Regular Bills – Fund 11	\$267,043.45
C. Regular Bills - Fund 20	\$ 4,327.00
D. Capital Projects - Fund 30	-
E. Debt Service - Fund 40	\$195,000.00
F. Food Service - Fund 50	\$ 2,571.05
G. Enterprise – Fund 51	\$ 1,586.85

Total August Disbursements \$610,318.66

Motion by Mrs. Lauerman, seconded by Mr. Verhasselt
Roll Call 5-0
Motion Carried

POLICY #6510 – PAYROLL AUTHORIZATION

21. RESOLVED: that the Rochelle Park Board of Education approves the July 2011 Payroll in the amount \$ 185,001.55.

Motion by Mr. Esposito, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

22. RESOLVED: that the Rochelle Park Board of Education approves the August 2011 Payroll in the amount of \$174,489.68

Motion by Mrs. Cravello, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

POLICY # 0147 BOARD MEMBER TRAVEL EXPENSE

23. RESOLVED: that the Board of Education hereby approves the attendance of the listed number of School Board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and be it further

RESOLVED: that the Rochelle Park Board of Education authorizes in advance, as required by statute, attendance at the following NJSBA training programs and informational events:

NJSBA FALL WORKSHOP OCTOBER 24 & 26, 2011

Mr. Sam Allos
Mrs. Patricia Bilka
Mrs. Teresa Cravello
Mr. Jay Esposito
Mrs. Maria Lauerman
Dr. Fredrik Oberkehr

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

President Bilka inquired as to why all the Board Members were not listed. Mrs. Kobylarz explained that she was not aware that it was a blanket approval for all, an e-mail was sent asking Board Members if they were going and two members declined and so removed. President Bilka then explained to the audience that normally all members are pre-approved with final arrangements made at a later date.

24. RESOLVED: that the Board of Education hereby approves the attendance of Mrs. Maria Lauerman, School Board Trustee, at State mandated board member training, Governance I, on September 17, 2011 at no cost to the Board.

Motion by Mr. Esposito, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

25. RESOLVED: that the Board of Education hereby approves the attendance of Mrs. Teresa Cravello and Mr. Sam Allos, School Board Trustees, at State mandated board member training, Governance IV, on September 20, 2011 at no cost to the Board.

Motion by Mrs. Cravello, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

26. RESOLVED: that the Rochelle Park Board of Education approves mileage reimbursement of \$.31 per mile in accordance with N.J.A.C. 6A:23A-3.1 and N.J.S.A 18A:11-12.

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

POLICY #6350 – CONTRACTS

27. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves the Annual Contract between Bergen County Special Services School District and the Rochelle Park School District for the provision of Hospital Instruction for the 2011-2012 school year at the rate of \$60.00 per hour (not to exceed a maximum of ten hours in any given week), when services are required.

Motion by Mr. Esposito, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

28. RESOLVED: that the Rochelle Park Board of Education approves the milk and lunch cost as per the attached Pomptonian Price lists.

Motion by Mrs. Cravello, seconded by Mrs. Lauerman
Roll Call 5-0
Motion Carried

POLICY # 7510 USE OF FACILITIES

29. 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
Midland School PTA Events	Meetings/Media Center/Multi Purpose Room/Cafeteria/Parking Lot/2 nd Floor Hallway/Classrooms/Hallway outside Cafeteria/	Various Dates for 2011-2012 school year – See attached spread sheet	None
Midland School Class of 2012	8 th Grade Committee meetings/Media Center	Reschedule for Tuesday, August 16 th , 2011 from 7 p.m. to 9 p.m. (previously approved for August 18 th)	None
Township of Rochelle Park Recreation	6 th , 7 th , & 8 th Grade Back to School Dance/Multi Purpose Room	Friday, September 16, 2011 – 6:30 p.m. to 10:00 p.m.	None
Township of Rochelle Park Recreation	Assemble Ragamuffin Parade/William St. parking lot	Saturday, October 29, 2011 from 11:00 a.m. to 11:30 a.m. (rain date Sunday, October 30, 2011)	None
Township of Rochelle Park Recreation	Flag Football Clinic PK-K/Multi Purpose Room	Tuesdays, September 6, 2011 through November 1, 2011, from 6:00 p.m. to Dusk	None
Township of Rochelle Park Recreation	Flag Football Youth/Ballfield	Wednesdays, September 7, 2011 through November 3, 2011 from 6:00 p.m. to Dusk	None
Township of Rochelle Park	RP Soccer/Small & Large Ballfields	Mondays, Thursdays and Fridays, August 23, 2011 thru November 30, 2011 from 4:00 – 8:00 p.m. (practice) and Saturdays 8:30 a.m. – 4:00 p.m. (Girl's games) and Sunday 12:00 p.m. to 6:00 p.m. (Boys games)	None
Sacred Heart K of C	Fundraiser/Parking Lot	Saturday, August 20, 2011 from 4:00 p.m. to 9:00 p.m.	None

Midland School Class of 2012	Car Wash Fundraiser/Parking Lot	Saturday, August 27, 2011 from 8:30 a.m. to 1:30 p.m.	None
RP Girl Scouts	Meetings/Classroom	Wednesdays, 9/21/11, 10/19, 11/16, 12/14, 1/18/12, 2/15/ 3/14, 4/18, 5/16, 6/13 from 2:50 p.m. to 4:15 p.m.	None
RP Cub Scouts	Meetings/Classroom	Tuesdays, 9/27/11, 10/11, 11/15, 12/13, 1/10/12, 1/24, 2/7, 2/28, 3/6, 3/20, 4/3, 4/24, 5/8, 5/22,6/12 from 3:00 p.m. to 4:00 p.m.	None

Motion by Mr. Esposito, seconded by Mrs. Cravello
Roll Call 5-0
Motion Carried

***30. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education agrees to enter a Shared Services Agreement (SSA) on file in the business office with the Fair Lawn Board of Education for financial services beginning September 1, 2011 to June 30, 2012.

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

POLICY # 4125 EMPLOYMENT OF SUPPORT STAFF MEMBERS

***31. RESOLVED:** that on the recommendation of the Superintendent, the Rochelle Park Board of Education approves the following personnel appointments and rates for the 2011-2012 school year:

Café/Playground Assistants

Antoinette Borelli	\$11.12 per hour
Myrna Poidomani	\$11.12 per hour
Dorothy Slotwinski	\$11.12 per hour

Motion by Mrs. Lauerman, seconded by Mr. Esposito
Roll Call 5-0
Motion Carried

VIII. Reports – Committee Action Item

- **Education** - Mr. Esposito reported that the teacher lists have been mailed and everyone is getting ready to start the new school year.
- **Transportation** – Mrs. Cravello reported that we were still waiting on the Bus contract.

- **Building & Grounds** – Mr. Verhasselt thanked Mike Levitzky and Dr. Oberkehr for getting the building back in shape. He also hopes the HVAC is up and running soon.
- **Community & School Relations** – Dr. Oberkehr reported the PTA will have a Welcome Back Tea on the first day of school.
- **Legislation** – President Bilka reported on fingerprinting and criminal background checks for board trustees are now mandatory. All board members have received the required information needed to ensure compliance.
- **Negotiations** – President Bilka reported that the negotiations team met on June 30th and another session is scheduled for September 13, 2011.
- **Joint Boards** – Mrs. Cravello reported that Hackensack High School opens September 6, 2011, Sports have started practices, Freshmen orientation will be on August 30-31 8AM to 1:45PM, No transportation for orientation. School schedules should be going out early next week.
- **Bergen County School Boards** – Mrs. Lauerman reported the fall meeting will be held at Cherry Hill School on September 22, 2011 7-9 PM. NJ School Boards is in the process of updating their website, the fall conference will be held on October 24-26 2011.
- **Municipal Alliance** – Mrs. Cravello reported that at the town caucus meeting the township had received a municipal checklist for state aid, one of the requirements is for a once a year meeting between the school board and township committee. *Mr. Verhasselt stated that when the meeting between the two boards are set up the protocol is for the Town officials to attend a school board meeting, not the other way around.*
Mrs. Cravello also reported that the Terrace Ave project is beginning and that the Rochelle Park Town Library will be closed on Saturdays from August 13, 2011 to September 10, 2011.

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. Cravello, seconded by Mrs. Lauerman, to open public comment at 8:42 p.m.

Roll Call 5-0

Motion Carried

- *Mrs. Pascarella, 32 Thiem Ave, stated she had received notification in the summer packet sent home by the school that there would be no supervision in the morning until 8:10AM. and that students don't go in till 8:15 AM?*
Dr. Oberkehr explained that the district doesn't have supervision until 8:10AM, Certificated staff is required to start by contract at 8:10AM.
There was a discussion as to prior years at which time President Bilka asked if there was a misprint.
Dr Oberkehr confirmed that yes there had been a misprint in previous packets, duty always began at 8:10AM.
The discussion continued further. Dr. Oberkehr stated if need be he or Mrs. Hurd could let the students in earlier. Dr. Oberkehr will speak to Mrs. Hurd regarding this matter.

- *Mrs. Pascarella, 32 Thiem Ave asked if we will be having an art show in the school this year.
Dr Oberkehr will check with Mrs. O'Brien, the Art Teacher.*

Motion by Mrs. Cravello, seconded by Mr. Esposito, to close public comment at 8:43 p.m.

Roll Call 5-0
Motion Carried

X. Announcements

The next Caucus Meeting will be held on Monday, September 12, 2011 at 7:30 PM in the Media Center. The next Regular Meeting will be held on Monday, September 19, 2011 at 8:00 P.M. in the Media Center.

XI. Adjournment

Motion by Mr. Esposito, seconded by Mrs. Lauerman, to adjourn meeting at 8:44 p.m.

Roll Call 5-0
Motion Carried