

**Rochelle Park Board of Education
Caucus Meeting Minutes– 7:30 P.M.
October 7, 2013**

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

Board Members	Present	Absent
Mr. Jay Esposito, Vice President	X	
Mr. Sam Allos	X	
Mrs. Teresa Cravello	X	
Mrs. Maria Lauerman		X
Mrs. Dimitria Leakas	X	
Mr. Mark Scully	X	
Mrs. Patricia Bilka, President	X	

Others Present:

Bert Ammerman Interim Superintendent,
Christina Werner, Business Administrator/Board Secretary
Cara Hurd, Principal
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 Caucus Meeting were sent to all concerned individuals, associations and sent to the The Record and Our Town, in accordance with Chapter 231, P.L. 1975.

Mr. Ammerman introduced Mrs. Lisa Gorab, Bond Council, LTD for the referendum project. Mrs. Gorab gave the Board an overview on the referendum voting process. All the projects the school listed in the referendum are considered Tier 1 which is considered Health and Safety issues. The Board needed to decide when they want to have the vote. The State approval letters have not been sent out; however, they are expected soon. The Board can take a chance and go for a December voting date or wait until January. The upside to December is you would get an early start over the district’s that wait until January. The down side is you may have to advertise twice if the letters were not received by the middle of November. Mrs. Gorab needed to know tonight, due to the fact that the County and Local agencies need to be notified by October 11th for a December vote to take place. Mrs. Gorab recommended to apply for the December vote. *After some discussion, the Board agreed to have Mrs. Gorab submit the paperwork for a December vote.*

IV. Superintendent’s Report- Mr. Ammerman reported on the following:

- There will be resolutions on the agenda to approve Mrs. Hurd to attend two workshops on Anti-Bullying and another related to the Common Core. Mrs. Meyers will attend a School health workshop.

- Two field trips will be on the agenda for Kindergarten to visit the Firehouse and 4th Grade trip to Sterling Hill Mine.
- The Nurses Services Plan needs to be approved by board resolution and sent to the county office.
- Next month Mr. Ammerman will give the district testing report.
- Mrs. O'Brien (Art) was selected as the Art Educator of the year for Middle Schools at a dinner last week in New Brunswick. The board will recognize Mrs. O'Brien at the November meeting.
- There will be a resolution to approve a calendar change on October 21st from a full day to a half day. The district is fortunate to have a person from the State of NJ to come and speak to the teachers on the new evaluation system.
- Mr. Ammerman gave an overview of the district and school goals for 2013/2014 school year. The board will vote on these goals at the regular board meeting.
- 5K run/walk was a huge success, Mr. Ammerman thanked Ms. O'Brien, Mrs. Leakas, volunteers, Police Dept., Ambulance, EMT's, Borough Administrators, DPW and Fire Dept.

Mr. Scully commented from a runner's perspective that was a great course to run, a fun course. People on the sidelines were cheering for the runners, it was great. Everyone agreed.

- Mr. Ammerman pointed out the wires hanging from the wall. That is the upgrades to the technology system which will allow the building to be wireless.
- Mr. Ammerman explained the Swift Reach system the district recently signed up for. It will handle all notification of school closings but also gives the ability to get notices out right away. Tatyana has attended two training sessions on the program. He cited several examples of how the system could be used. Today Bergen County was under a tornado watch. Mr. Ammerman was in contact with OEM regarding the situation; had the Swift Reach system been available, the district could have immediately notified all parents, if an emergency had arisen.
- Mrs. Hurd will present the Violence and Vandalism report.

V. Principal's Report Mrs. Hurd reported the following:

- Mrs. Hurd presented the Violence and Vandalism report. For the 2012-2013 school year there were no incidents of Violence or Vandalism.
- Mrs. Hurd reported on the progress with the grade level meetings that have been taking place weekly.
- Back to school night for PreK-5 is scheduled for Thursday, October 10th from 6:00 pm to 8:00 pm. It will start in the gym with a presentation on the school referendum.
- October 7-11 week of respect; each day has a theme, starting with Sock it to Bullying- wear funny socks, Unite Day- wear orange, Cool to Care- bring sunglasses, Put a Cap on Conflict- wear your favorite hat.

Mr. Esposito asked if the different days could be put up on the website.

- Fire Prevention Week is also held in October. The fire department will be visiting the school on October 17th, and school Violence and Vandalism week is Oct 21- 25.
- On Monday October 14th the staff will have a workshop on Standard Solutions. This is a workshop a few of the teachers went to over the summer. The teachers will get training in differential instruction and how to track growth in student's achievement.

VI. Business Administrator's Report- Mrs. Werner reported on the following:

- Mrs. Werner reminded the Board members that the annual ethics disclosure form will be online for 2014.

- Mrs. Werner passed out information to the Board members regarding a travel accident policy which affects all Board members and Administration.
- Mrs. Werner outlined the different resolution's the board will see on the agenda this month. Bills list, annual snow removal contact, Comprehensive Maintenance Plan, and Annual Facilities Checklist.
- The Annual Audit Report Presentation will be given by the auditor Heidi Wohleb of Nisivoccia at the regular meeting on October 14th.
- There will be a resolution on the agenda to approve the contract for professional services of Environetics Group Architects with regard to the building referendum.
- Several annual reports will be due to the state in the coming weeks; Child Nutrition Program, ASSA and DRTRS.
- Mrs. Werner handed the board a 2014-2015 School Budget Development Calendar and related Information.

VII. Reports – Committee Action Items

Joint Boards- Mrs. Cravello reminded the Board that the Joint Boards meeting would be held on Tuesday October 8, 2013 in the library of the High School.

Mrs. Leakas asked where exactly in the high school is the library located.

Mrs. Cravello explained how to get to the library once you are in the building.

Transportation- Mr. Scully explained that the pickup location for bus B was changed from Rochelle and Chestnut to the school parking lot. The drop off after school will remain the same.

VIII. Public Questions on the Resolutions (Agenda Items Only)- No Resolutions

During this portion of the meeting, the residents are invited to address the Board regarding agenda items only.

Motion by _____, seconded by _____, to open public comment at ____ p.m.

Roll Call

Motion by _____, seconded by _____, to close public comment at ____ p.m.

Roll Call

IX. Items for Board Action - Resolutions (If needed)

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

X. Other Business:

XI. 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 Mr. Allos, to open public comment at 8:15 p.m.

Roll Call 6-0

Mrs. Abraham Forest Pl, stated that the lunch people are not cooperative and do not speak properly to children.

Mr. Ammerman stated he would look into the problem.

Mrs. LaLa Crescent St. - Stated the fun run was great. Everyone had a great time.

Mr. Ammerman stated he was very impressed with the kids, the DJ was wonderful.

Mrs. Leakas stated that Mr. & Mrs. Rizzo took pictures and she is looking into having them put on the website. It was such a community event, and thanked everyone for their help.

Mrs. Abraham Forest Pl, added that Mr. Bill was great, encouraging everyone along the way.

Mrs. Bulger, Oak St- inquired about Back to School night, she has two children and the presentations conflict with going to both grade levels.

Mr. Ammerman explained that you have that every year, can't be avoided, parent has to make the decision as to what teachers need to be seen.

Mrs. Bulger added that last year's schedule was better.

Mr. Ammerman stated last year was different- this year back to school night was split in two- there was no problem with parking this year, more organized, he received many positive responses from the 6-8 grade parents.

Motion by Mrs. Cravello, seconded by Mrs. Leakas, to close public comment at 8:25 p.m.

Roll Call 6-0

XII. Announcements

The next Regular Meeting will be held on Monday, October 14, 2013, at 7:30 P.M. in the Media Center.

XIII. 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:

Personnel. Legal, Negotiations

NOW THEREFORE 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. Leakas, seconded by Mr. Allos, to open Executive Session at 8:30 p.m.

Roll Call 6-0

Motion by Mrs. Cravello, seconded by Mr. Scully, to close Executive Session at 9:28 p.m.

Roll Call 6-0

Motion by Mr. Scully, seconded by Mr. Esposito, to resume Regular Meeting Agenda at 9:29p.m.

Roll Call 6-0

XIV. Adjournment

Motion by Mrs. Leakas, seconded by Mrs. Cravello, to adjourn meeting at 9:30 p.m.

Roll Call 6-0