

**Rochelle Park Board of Education  
Regular Meeting Minutes -7:30 P.M.  
June 30, 2015**

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

Board Member	Present	Absent
Mr. Mark Scully, Vice President	X	
Mr. Shirley Abraham	X	
Mr. Sam Allos		X
Mrs. Arlene Ciliento-Buyck	X	
Mrs. Maria Lauerman	X	
Mrs. Dimitria Leakas	X	
Mr. Robert J Esposito, President	X	

Others present:

- Dr. Geoffrey W. Zoeller, Jr., Superintendent
- Mrs. 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”

*Dr. Zoeller at this time asked President Esposito to present a motion appointing Mrs. Kobylarz as acting Board Secretary this evening in order to certify necessary paperwork resulting from the Board actions on the below resolutions.*

Resolved: upon the recommendation of the Superintendent the Board of Education appoints Ellen Kobylarz to the position of Board Secretary effective June 30, 2015.

Motion by Mrs. Leakas, seconded by Mr. Scully  
Roll Call 6-0  
Motion Carried

**IV. Public Forum**

During this portion of the meeting, the residents are invited to address the Board regarding not only agenda items, but on any questions, comments or concerns that may be in respect to the operation of the school.

Motion by Mrs. Lauerman, seconded by Mrs. Abraham, to open public comment at 7:34 P.M.  
Roll Call 6-0  
Motion Carried

Mrs. Cravello Howard Ave asked if Mr. Woods was becoming the Building & Grounds person who was taking over the Head Custodian position. Also, who would oversee Mr. Woods in his capacity as the Building & Grounds Supervisor?

*Dr. Zoeller responded no one would be filling the position of Head Custodian, he directed Mrs. Cravello to resolution R2 rescinding the position. Dr. Zoeller will be overseeing Mr. Woods.*

Mrs. Cravello- asked if the BA was part time from Maywood. This was done prior, how is it going to work. Will there be someone in the building; her understanding is that there is no one left in the BA office here.

*Dr. Zoeller stated that both districts are small; this is a purchase services agreement. Per the agreement he expects to have a person here 22 hours a week the BA or a staff member.*

Mrs. Cravello- asked for the salary of the Building & Grounds supervisor.

*Dr. Zoeller stated that information would be available through the OPRA process.*

Mrs. Maurer- Patton Ct. inquired why the board agenda was not posted on the website. She would have liked to have more time to look it over.

*Dr. Zoeller stated it was a special meeting not a regular meeting most of the items are financial due to the end of the schools fiscal year. Dr. Zoeller stated he would like to get the agendas out at 48 hours prior to the meeting.*

Mrs. Maurer- asked about the changes in structure. Was there changes made to policies, bylaws etc. with regard to these changes.

*Dr. Zoeller stated the board has to adopt a new organizational chart; he plans to do that over the summer months.*

Mrs. Maurer inquired as to when the budget hearing was held.

*Dr. Zoeller stated it was the same night that students were honored, that part was held in the gym the board then reconvened in the library/media center for the budget hearing. He believed it was the May 7, 2015 meeting.*

Motion by Mrs. Leakas, seconded by Mrs. Buyck, to close public comment at 7:36 P.M.

Roll Call 6-0

Motion Carried

## **V. Items for Board Action-Resolutions**

### **Routine Resolutions: R1-R3**

### **POLICY #8420 – EMERGENCY & CRISIS SITUATIONS**

**R1. RESOLVED: that the Rochelle Park Board of Education approves the following Fire and Security drills held in the month of June 2015 for the Rochelle Park School District.**

Evacuation Drill-	June 17, 2015
Bus Drill-	June 4, 2015

Motion by Mrs. Abraham, seconded by Mrs. Leakas

Roll Call 6-0

Motion Carried

**\*R2. RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, rescind the Coordinator of Custodial Maintenance Services job description effective June 30, 2015.**

Motion by Mrs. Abraham, seconded by Mrs. Leakas  
Roll Call 6-0  
Motion Carried

**R3. RESOLVED: that on the recommendation of the Superintendent, the Rochelle Park Board of Education approves the district 2015-16 Mentoring Plan, per the attached.**

Motion by Mrs. Abraham, seconded by Mrs. Leakas  
Roll Call 6-0  
Motion Carried

**Personnel Resolutions P1- P2**  
**POLICY#4111- HIRING CERTIFIED PERSONNEL**

**\*P1. RESOLVED: that on the recommendation of the Superintendent, the Board of Education approves tuition reimbursement for courses taking during 2014-2015 school year as follows:**

Kristin Colucci	9 Credits	\$1,072.00
Thomas Hornes	9 Credits	\$1,078.50
Nancy Oliver	1 Credit	\$254.50
Bonnie Loverich	9 Credit	\$2,092.50
Jennifer O'Brien	3 Credits	\$1,660.00
Lisa Fletcher	9 Credits	\$4,150.00

Motion by Mrs. Leakas, second by Mrs. Lauerman,  
Roll Call 6-0  
Motion Carried

**\*P2. RESOLVED: that on the recommendation of the Superintendent, the Rochelle Park Board of Education appoints the following personnel for the 2015-2016 school year, per attached list.**

Kevin Woods – Buildings and Grounds Supervisor (non-union)

Motion by Mr. Scully, second by Mrs. Lauerman,  
Roll Call 6-0  
Motion Carried

*Dr. Zoeller and the Board of Education congratulated Mr. Woods on his appointment.*

**Finance Resolutions F1-F13**

**F1. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:**

**WHEREAS**, Centralpack Engineering Corporation was awarded the bid for the Infrastructure Upgrade/Boiler and Heating Replacement and Sprinkler Upgrade to the Midland School; and

**WHEREAS**, Centralpack Engineering Corporation, Inc. has submitted the following change order proposal which has been approved by the architect: Change Order Proposal CO #002 Provide and Install Interior and Exterior Lighting Fixtures (not included in the districts ESIP Lighting Upgrade) in the amount of \$ 263,262.00.

The Total Contract value will increase to \$ 2,544,068.00 and

**WHEREAS**, Environetics has verified that these changes are necessary based upon the revised project scope pursuant to N.J.A.C. 6A:264.9;

**NOW THEREFORE BE IT RESOLVED** that the Board approves this change order and the contract amount is revised to reflect this change.

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**F2. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:**

**WHEREAS**, Centralpack Engineering Corporation was awarded the bid for the Infrastructure Upgrade/Boiler and Heating Replacement and Sprinkler Upgrade to the Midland School; and

**WHEREAS**, Centralpack Engineering Corporation, Inc. has submitted the following change order proposal which has been approved by the architect: Change Order Proposal #GR-1 Demolish Existing Fuse Box Panel and Replace with New Electrical Breaker Panel (Amount to be deducted from allowance)  
\$4,960.00.

The Total Contract value will remain unchanged until the completion of project; Total Contract sum  
\$2,544,068.00; and

**WHEREAS**, Environetics Architects has verified that these changes are necessary based upon the need to rectify unforeseen conditions uncovered during construction pursuant to N.J.A.C. 6A:264.9;

**NOW THEREFORE BE IT RESOLVED** that the Board approves this change order and the contract amount is revised to reflect this change.

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0

Motion Carried

**F3. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:**

**WHEREAS**, RD Architectural Products was awarded the bid for the Infrastructure Upgrade - Window Replacement to the Midland School; and

**WHEREAS**, RD Architectural Products, Inc. has submitted Payment Application #3 in the amount of \$ 315,172.00.

**WHEREAS**, Environetics Architects has verified that a review of the application finds it in conformance with the level of work completed to date.

**NOW THEREFORE BE IT RESOLVED** that the Board approves this payment application in the amount of \$ 315,172.00.

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**F4. RESOLVED, that the Rochelle Park Board of Education authorize the Business Administrator to generate an intermittant bills list dated June 30, 2015 to close the 2014-2015 school year.**

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**F5. RESOLVED, that the Rochelle Park Board of Education approves the June 2015 Supplemental Payroll in the amount of \$24,900.94.**

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**F6. RESOLVED, that the Rochelle Park Board of Education approves the submission of the monthly Transfer Report to the Executive County Superintendent for the approval of the budgetary line item transfers that exceed the 10% threshold.**

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**F7. RESOLVED that the Rochelle Park Board of Education authorizes the Business Administrator to make telephone and/or electronic transfers by and between school accounts, and to facilitate electronic transactions by and between the Board's agency accounts.**

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0

Motion Carried

**F8. RESOLVED that the Rochelle Park Board of Education authorizes the Business Administrator, in consultation and agreement from the Superintendent, hereby designated as the individuals to authorize line item changes between Board meetings, effective June 30, 2015 and that which shall be approved at the next Public meeting of this Board.**

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**POLICY #6820 FINANCIAL REPORTS**

**SBA/BS Monthly Certification – NJAC 6:23-2:11 9C 3**

**F9. RESOLVED**, that the Board Secretary for the Rochelle Park Board of Education certified that pursuant to NJAC 6A:23-2.11 9c) 3, as of May 31, 2015 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. Leakas,  
Roll Call 6-0  
Motion Carried

**F10. New Sprinkler System Infrastructure at Midland School - Authorization for Execution of EFCA ROD Grant Agreement for NJ State Project # 4470-050-14-1003**

<b>Application/Project</b>
<b>New Sprinkler System Infrastructure at Midland School DOE Project # 4470-050-14-1003 SDA Project #4470-050-14-G1GV Grant #: G5-4923</b>

**Level 1 Capital Project - Authorization for Execution of EFCA Grant Agreement for  
NJ State Project # 4470-050-14-1003  
SDA Project #4470-050-14-G1GV  
Grant #: G5-4923**

**RESOLVED** that the Rochelle Park Board of Education, upon the recommendation of the Superintendent, approves the authorized notification of the New Jersey Department of Education

and delivery of the EFCA Grant Agreement for NJ State Project #4470-050-14-1003 New Sprinkler System Infrastructure at Midland School, accepting the Preliminary Eligibility Cost (PEC) with a total eligible cost of **\$305,500** inclusive of an EFCA grant amount (payable to the Rochelle Park School District) of **\$122,200.00 or 40%** per the letter of award dated March 31, 2014. It is the district's intent to pursue construction of this project (Rochelle Park - New Sprinkler System Infrastructure at Midland School and elects the grant option pursuant to N.J.S.A. 18A:7G-7. Attached, NJDOE Attachment "A" will become part of this resolution.

The Board hereby (i) accepts the determination of Preliminary Eligible Costs as set forth in the letter of the New Jersey Department of Education dated March 31, 2014, (ii) elects to receive support from the State in the form of a State Grant pursuant to Section 15 of the State Grant Act, (iii) determines to construct the Project; (iv) agrees to locally fund any excess costs (v) authorizes the Board President and Business Administrator to execute and deliver the applicable State grant agreements and (vi) delegates the supervision of the Project to the Business Administrator.

Motion by Mr. Scully, second by Mrs. Leakas,  
 Roll Call 6-0  
 Motion Carried

**Grant Awards and Grant Submissions**

**F11. RESOLVED, that the Rochelle Park Board of Education accepts the NCLB FY2014 grant award and authorizes the Superintendent to submit the grant application as per the entitlement figures released by the New Jersey Department of Education as follows:**

Program Name	Rochelle Park Grant Award Entitlement	Program Duration
NCLB		Start: July 1, 2015 End: June 30, 2016
NCLB – Title I	58,252	
NCLB – Title IIA	9,566	
NCLB – Title III	7,781	
<b>TOTAL ALLOCATION:</b>	<b>\$75,599</b>	

BE IT FURTHER RESOLVED, that the Rochelle Park Board of Education authorizes the district to participate in the Allendale School District consortium under the NCLB Title III program for the 2015-2016 school year.

Motion by Mr. Scully, second by Mrs. Leakas,  
 Roll Call 6-0  
 Motion Carried

**F12. RESOLVED, that the Rochelle Park Board of Education accepts the IDEA FY2016 grant award and authorizes the Superintendent to submit the grant application as per the entitlement figures released by the New Jersey Department of Education as follows:**

Program Name	Rochelle Park Grant Award Entitlement	Program Duration
IDEA CONSOLIDATED		Start: July 1, 2015 End: June 30, 2016
IDEA-B Basic Allocation	129,477	
IDEA-PS Preschool Allocation	5,163	
<b>TOTAL ALLOCATION:</b>	<b>\$134,640</b>	

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**Shared Services, Professional Services Proposals and Agreements**

**F13. RESOLVED, that the Rochelle Park Board of Education approves shared services including but not limited to evaluations, therapies, non-public school services, and other services as requested, be provided by Region V consultants on and as needed basis for the 2015-2016 school year.**

Motion by Mr. Scully, second by Mrs. Leakas,  
Roll Call 6-0  
Motion Carried

**IX. Announcements**

**The next Board of Education Meeting will be held on Thursday, July 9, 2015 at 7:30 P.M. in the Media Center, however due to construction the meeting may be moved to the Gym.**

**X. 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**

**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. Leakas, seconded by Mrs. Buyck, to open Executive Session at 7:06 P.M.  
Roll Call 6-0



Motion Carried

Motion by Mrs. Lauerman, seconded by Mrs. Abraham, to close Executive Session at 7:29 P.M.  
Roll Call 6-0  
Motion Carried

Motion by Mrs. Leakas, seconded by Mrs. Lauerman, to resume Regular Meeting Agenda at 7:30 P.M.  
Roll Call 6-0  
Motion Carried

**XI. Additional Motions:**

Based on the result of conversations held by the Board in Executive Session, additional resolutions may be introduced and approved at this time.  
President Esposito

*Dr. Zoeller stated that he had contemplated for a long time on the following items. The employee had been notified, was given the opportunity to speak to the Board tonight prior to the passage of the following resolutions. He asked the public if there was anyone present to represent or speak on behalf of this employee. Hearing none, the Board proceeded with the following resolutions.*

A1. **WHEREAS**, the Superintendent has recommended that the Rochelle Park Board of Education (hereinafter referred to as the “Board”) withhold the employment and adjustment increments of a Teacher whose name is on file in the Business Administrator/Board Secretary’s office (hereinafter referred to as the “Teacher”) for the 2015-2016 school year; and

**WHEREAS**, on May 14, 2015, the Board provided the Teacher with the opportunity for a hearing before the Board and to have a representative appear on her behalf and present witnesses and documentary evidence; and

**WHEREAS**, the Board has considered the Superintendent's recommendation together with the entire record, as well as the arguments and the evidence presented on behalf of the Teacher at the informal appearance; and

**WHEREAS**, the Board has determined that the Superintendent’s recommendation to the Board that the Teacher’s employment and adjustment increments be withheld for the 2015-2016 school year is amply supported by the record as a whole;

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby adopts and affirms the Superintendent’s recommendation to withhold the Teacher’s employment and adjustment increments for the 2015-2016 school year for the reasons set forth in the Superintendent’s letter to the Employee, dated April, 2015; and

**BE IT FURTHER RESOLVED** that the Board hereby requests that the Business Administrator/Board Secretary provide the Teacher with written notice that his employment and adjustment increments for the 2015-2016 school year are being withheld, together with the reasons therefore, within ten (10) days of the date of this Resolution, pursuant to N.J.S.A. 18A:29-14.

Motion by Mrs. Lauerman, seconded by Mr. Scully  
Roll Call 6-0  
Motion Carried

**A2. Upon the recommendation of the Superintendent, the Board of Education approves the Stipulation of Settlement between the Board and the Teacher whose name is on file in the Business Administrator/Board Secretary's office, per the attached list.**

Motion by Mrs. Lauerman, seconded by Mr. Scully

Roll Call 6-0

Motion Carried

## **XII. Adjournment**

Motion by Mrs. Buyck, seconded by Mrs. Abraham, to adjourn meeting at 7:50 P.M.

Roll Call 6-0

Motion Carried

