REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
November 20, 2013

The Rockaway Township Board of Education held a regular meeting on Wednesday, November 20, 2013, at 6:03 PM at the Copeland Middle School, Lake Shore Drive, Rockaway, New Jersey.

The following members of the Board of Education were present: Mrs. Chabala, Dr. Kurland, Mrs. Maluszczak, Mr. Puzio, Mrs. Salny and Mr. Giarratano. Dr. Friedberger was absent.

Motion by Mrs. Chabala, seconded by Mrs. Maluszczak to waive pledge salute, public announcement and public notice until the meeting is reopened.

Public announcement was read regarding the "Open Public Meeting Act." No Board Member objected to the conduct of the meeting as advertised.

Motion made by Mr. Puzio, seconded by Mrs. Chabala to adopt the following resolution:

RESOLVED, that in accordance with the "Open Public Meetings Act" the Rockaway Township Board of Education will meet in closed session to discuss matters involving personnel, Student and Administrative issues, the content of said discussions will be disclosed to the public at such time and extent as is required by law.

All present voting yes, motion carried.

The Board met in closed session at 6:04 PM.

Motion made by Mr. Puzio, seconded by Mrs. Chabala that the closed session meeting stand adjourned at 7:34 PM
Roll Call Vote, all present voting yes, motion so carried.

The Public Meeting reconvened at 7:35 PM. Present were 14 visitors and no members of the press.

Mr. Giarratano reopened the regular business meeting of the Board with the Pledge of Allegiance.

REPORT OF ELECTION / November 5, 2013

Candidates for three years:	TOTAL*
Susan Shanik Salny	**2,213**
Nancy Chirico	**2,143**
David S. Press	**1,796**
Fred West	**1,627**
Rachael Brookes	**1,557**
Donald M Olson	**1,178**
Michael Wieczerzak	**835**

* Final results

Motion by Mrs. Salny, seconded by Mr. Puzio to open the public session of the meeting.

Show of hands on above, all present voting yes, motion so carried.

There was no Public comment this evening.

Motion by Mrs. Chabala, seconded by Dr. Kurland to close the public session of the meeting.

Show of hands on above, all present voting yes, motion so carried.

COMMUNICATIONS **Correspondence**

The following correspondence was received for the Board since the last regular meeting:

Dr. Deborah J. Grefe	Re; 2013 Results – National assessment of Educational Progress
Peter R. King	Re: Pond View Estates
Bonnie Young	Re: Use of District Facilities
Peter R. King	Re: Pond View/Expansion
Colleen Erickson & Allyson Smith	Re: Strategic Planning
Regina M. Swierc	Re: Invitation
Michele DeSanza	Re: PARCC Presentation

APPROVE MINUTES **Minutes**

Motion made by Mrs. Salny, seconded by Mr. Puzio to approve the minutes of November 6, 2013.

Roll Call Vote on above, all present voting yes, motion so carried.

The following information was presented by the Superintendent in her report: **Supt Report**

Motion by Dr. Friedberger, seconded by Mrs. Salny to affirm HIB cases 60, 61, 62 and 63 as unconfirmed.

Roll Call Vote on above, all present voting yes, motion so carried.

Strategic Planning meeting held on November 18th to discuss goals and objectives.

Parent Academy, meetings were held on November 13 and November 19th, another meeting is planned on digital literacy. Report Cards going home on Friday.

Informational Items:

Nurses' Report – October
BW Wild Bulldog News – October 2013
Substance Abuse Alliance Committee Minutes – October

The following was presented by the Business Administrator in her report:

Mrs. Palmiere had no report this evening.

Special Education Committee **Special Ed Committee**

Mrs. Maluszczak reported the Special Education Committee met on November 12th regarding the responsibilities of the Committee, procedural manual and SEPAC issues. The Committee will meet again in January.

The following actions were taken during the Regular Meeting of the Board:

Personnel

The Superintendent of Schools recommends actions on the following certificated personnel:

Motion made by Mrs. Chabala, seconded by Mr. Puzio to approve the following personnel recommendations.

1. **Employment/Substitute Teachers** **Employ Subs**

Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2013-2014 school year:

Kirsten Bodner Dover, NJ	County College of Morris, NJ (BA) Certification: State Effective Date: November 21, 2013
Trelane Clark Dover, NJ	Austin Peay State University, TN (BS) Certification: County Effective Date: November 21, 2013
Alison Kocaj Rockaway, NJ	Union County College, NJ (70 Credits) Certification: County Effective Date: November 21, 2013

Colleen Mander Smithtown, NY	Montclair State University, NJ (125 Credits) Certification: County Effective Date: November 21, 2013
Venessa Polito Dover, NJ	County College of Morris, NJ (AAS) (Sub Nurse) Certification: County Effective Date: November 21, 2013

2. **Job Reassignment** — **Job Reassignment**

Approve the reassignment of Stephenie Neufeld, a Speech Language Specialist, at one day a week, (6.75 hours per day), for special education students, at the Dennis B. O'Brien School to a Speech Language Specialist, at two days per week, (6.75 hours per day, 13.50 hours per week), for special education students, at the Dennis B. O'Brien School, effective November 11, 2013 through June 30, 2014. The annual prorated salary will be $22,913.00 MA (Step 1).

3. **Leaves of Absence** — **Leaves**

Approve the leave of absence for Danielle Ryan, a full-time Physical and Health Education Teacher at the Katharine D. Malone and Dennis B. O'Brien Schools, with pay, effective October 21, 2013 through November 1, 2013. (Mrs. Ryan is expected to return to work on November 4, 2013).

Approve the leave of absence for Robin Williams, a full-time Grade 7 Science Teacher at the Copeland Middle School, with pay, effective November 18, 2013 through February 18, 2014. (Mrs. Williams is expected to return to work on February 19, 2014).

4. **Resignation** — **Resignation**

Approve the resignation, due to retirement, of Joanne Mein, a full-time Grade 4 Teacher, at the Stony Brook School, effective July 1, 2014.

5. **Stipend Position** — **Stipend Position**

Approve the employment of F. Scott Allshouse, as an Emergency Management Coordinator for the 2013-2014 school year. The split prorated stipend will be $1,000.00. (Mr. Allshouse is replacing Mr. Zygmunt).

6. **The Superintendent of Schools recommends actions on the following non-certificated personnel:**

Employment — **Employment**

Approve the employment of Marcelene Bender, as an Administrative Assistant for the 2014-2015 Summer School Program, effective November 21, 2013 through August 8, 2014. The annual stipend is $4,000.00.

Leave of Absence — **Leave of Absence**

Approve the leave of absence for Susan Stapel, a part-time Staff Assistant, for the Transportation Department, with pay, effective October 28, 2013 through November 6, 2013. (Ms. Stapel is expected to return to work on November 11, 2013).

Resignation — **Resignation**

Approve the resignation of Michele Fico, a part-time Staff Assistant, for the Transportation Department, effective November 25, 2013.

Salary Adjustment/Contract Rider — **Salary Adjustment**

Approve the salary adjustment for the Bus Driver listed below effective December 1, 2013:

	From	To
Donna Czerkas	$21,561.00	$24,726.00

Explanation: Due to Copeland Middle School late bus route.

Roll Call Vote on all above recommendations, all present voting yes, motion so carried.

Curriculum/Instruction

Motion made by Mrs. Salny, seconded by Dr. Kurland to approve the following curriculum/instruction recommendations.

1. Approve the following Montclair State University students for 60 hours of Fieldwork at Copeland Middle School, February to May, 2014: **Student Teachers**

Colleen Georges
Amanda Gentile
Alexandra Hill

Explanation: Requirement for degree.

2. Approve following teachers to instruct at MAC Afterschool Clubs on various days from November 5, 2013 to December 19, 2013: **MAC After School**

Teacher	Club	Stipend
Kelly Bezeg (7 days)	SB - Homework	$350.00
Marissa DePetris (7 days)	SB - Homework	$350.00
Tracy Myhren (7 days)	SB - Homework	$350.00
Lisa Solomon (7 days)	CAD - Homework	$350.00
Tara Rinko (7 days)	CAD - Homework	$350.00
Elyse Webster (7 days)	CAD - Homework	$350.00
Kimberly Rettino	MAC Substitute	$ 50.00 pr hr

Explanation: To be paid with Municipal Alliance Committee Grant (MAC).

3. Approve salary and stipends funded with NCLB FY13-14 Grant as follows: **NCLB Grant Salaries**

EMPLOYEE	GRADE/POSITION	LOCATION	STIPEND/ SALARY	FUNDED %
Patricia Stalter	Title I After School Clk (3 days)	CAD	$517.00 (3 QTR)	54% Title I
Patricia Stalter	Title III After School Clk (3 days)	CAD	$239.00 (3 QTR)	25% Title III
Patricia Stalter	Title III After School Clk (3 days)	CAD	$236.00 (3 QTR)	21% Title III Imm
Andrea Defilippo	Title I After School Clk Sub	CAD	$8.23 per hour	54% Title I
Andrea Defilippo	Title III After School Clerk Sub	CAD	$3.81 per hour	25% Title III
Andrea Defilippo	Title III After School Clerk Sub	CAD	$3.20 per hour	21% Title III Imm
Adriana Czuba	Title III Imm Parent Liaison	Various	$44.00per hr	100%TitleIII Imm
Sylvia Perez	Title III Imm Parent Liaison	Various	$44.00per hr	100%TitleIII Imm
Elizabeth Smith	Title III Imm Parent Liaison	Various	$44.00per hr	100%TitleIII Imm
Ingrid Morin	Title III Imm Parent Liaison	Various	$44.00per hr	100%TitleIII Imm
Kimberly Landers	After School Teacher Sub	DBO	$46.42	100% Title I
Kimberly Rettino	After School Teacher Sub	DBO	$46.42	100% Title I
Beena Desouza	Title I After School Tchr Sub	BW	$45.24	100% Title I
Kristin Kroeckel	Title I After School Tchr Sub	DBO	$46.42	100% Title I
Rosa DeCandia	Title I After School Nurse	CAD	$44.00	100% Title I
Krista Schellinck	Title I After School Nurse Sub	BW/DBO/CAD	$44.00	100% Title I
Virginia Murphy	Title I After School Nurse Sub	BW/DBO/CAD	$44.00	100% Title I
Michele Ruff	Title I Afterschl Nurse Sub	BW/DBO/CAD	$44.00	100% Title I
Tara Toohey	Title I Afterschl Tchr (3 days)	CAD	$2,850.00 (3 QTR)	100% Title I
Jennifer Marsico	Title I Afterschl Tchr (3 days)	CAD	$2,850.00 (3 QTR)	100% Title I
Betty Hessler	Title III Driver	Trans/CAD	$1,728.72	100% Title III
Pamela Krachun	Title I Driver	Trans/CAD	$1,620.00	100% Title I
Rosemary Fitzsimmons	Title I Driver	Trans/DBO	$1,094.94	100% Title I
Judit Scherr	Title I Driver	Trans/DBO	$1,015.98	100% Title I
Karen Walsh	Title I Driver	Trans/BW	$1,704.14	100% Title I
Patrick Andrews	Title I or III Sub Driver	Transportation	$18.00	100% Title I or III
Veronica Bassett	Title I or III Sub Driver	Transportation	$20.10	100% Title I or III
Danuta Borowik	Title I or III Sub Driver	Transportation	$28.13	100% Title I or III

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Linda Bostwick	Title I or III Sub Driver	Transportation	$24.19	100% Title I or III
Diane Boykow	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Noreen Carradini	Title I or III Sub Driver	Transportation	$21.13	100% Title I or III
Melinda T. Chovanec	Title I or III Sub Driver	Transportation	$28.13	100% Title I or III
James Christiano	Title I or III Sub Driver	Transportation	$22.16	100% Title I or III
Karen Cosgrove	Title I or III Sub Driver	Transportation	$26.07	100% Title I or III
Donna Czerkas	Title I or III Sub Driver	Transportation	$26.07	100% Title I or III
Charles Del Plato	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Ruth Foster	Title I or III Sub Driver	Transportation	$25.63	100% Title I or III
Sally Giblock	Title I or III Sub Driver	Transportation	$28.13	100% Title I or III
Kevin Grise	Title I or III Sub Driver	Transportation	$20.10	100% Title I or III
Deborah Hale	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Kathryn Heller	Title I or III Sub Driver	Transportation	$28.01	100% Title I or III
Maria Kelley	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Janet Kelly	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Herb Lutsky	Title I or III Sub Driver	Transportation	$24.19	100% Title I or III
Marissa Malakuskie	Title I or III Sub Driver	Transportation	$23.20	100% Title I or III
William Matyola	Title I or III Sub Driver	Transportation	$33.34	100% Title I or III
Roger McKeon	Title I or III Sub Driver	Transportation	$21.13	100% Title I or III
Carolyn Monga	Title I or III Sub Driver	Transportation	$25.64	100% Title I or III
Mary Kay Mulligan	Title I or III Sub Driver	Transportation	$24.99	100% Title I or III
Gina Palmieri	Title I or III Sub Driver	Transportation	$28.13	100% Title I or III
Pearson, Beth	Title I or III Sub Driver	Transportation	$28.13	100% Title I or III
James Pringle	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Armando Ramirez	Title I or III Sub Driver	Transportation	$18.00	100% Title I or III
Tina Richardson	Title I or III Sub Driver	Transportation	$25.13	100% Title I or III
Francesca Russo	Title I or III Sub Driver	Transportation	$22.16	100% Title I or III
Lori-Jean Russo	Title I or III Sub Driver	Transportation	$18.85	100% Title I or III
Carole Scherr	Title I or III Sub Driver	Transportation	$26.83	100% Title I or III
Linda Szollosy	Title I or III Sub Driver	Transportation	$21.13	100% Title I or III
Daniel Tidridge	Title I or III Sub Driver	Transportation	$19.10	100% Title I or III
William Trimmer	Title I or III Sub Driver	Transportation	$25.63	100% Title I or III
Joseph Verderano	Title I or III Sub Driver	Transportation	$25.63	100% Title I or III
Lawrence Wasdyke	Title I or III Sub Driver	Transportation	$18.85	100% Title I or III

Explanation: State requires that salaries/stipends paid with NCLB grant require board approval.

In-Service Credits

4. Approve .2 (tenths) in-service credit to the following staff members who attended Engaging Students in Nonfiction Across the Grades & Disciplines workshop on November 13, 2012:

Corrin Armitt	Mary Manning
June Beck	Wendy Masterbone
Caryl Beyrent	Marcello Monte
Catherine Briggs	Carol Mpakarakes
Anne Ecke	Stacy Murphy
Kenneth Fuchs	Margaret Newman
Christine Garabrant	Michele Oliveria
Patricia Jaremcak	Nancy Reeves
Patricia Kaplan	Gail Roughgarden
Debbi Katcher	Donna Spinweber
Susan Keown	Bria Spots
David Kratka	Leah VanScoy
Mary Ledyard	Lynette Welsh

Roll Call Vote on all above recommendations, all present voting yes, motion so carried.

Administration

Motion made by Mrs. Chabala, seconded by Dr. Kurland to approve the following administrative recommendations.

Nursing Svcs Plan

1. Approve the Nursing Services Plan for the 2013-2014 school year.

2. Authorize Educational Service Commission of Morris County to transport displaced students #32 and #42. **Ed Svcs Transport**

3. Authorize a contract between the Rockaway Township Board of Education and Noelle Michaels, represented by Quality Care Group, LLC, to provide Speech/Language services to a special education student for eight (8) 30-minute sessions, commencing on or about November 22, 2013. The fee for service is $40.00 per 30-minute session. **Quality Card Group**

   Explanation: SLP needed to provide make-up sessions per settlement agreement.

4. Authorize a contract between the Rockaway Township Board of Education and Kristi Caputo, represented by ProCare Agency, LLC, to provide Speech/Language services to special education students on or about November 21, 2013 to May 9, 2014. The fee for service is $98.62 per hour. **Pro Care**

   Explanation: SLP needed as a maternity leave replacement for Christine DeSarno.

   Roll Call Vote on all above recommendations, all present voting yes, motion so carried.

Finance

Motion made by Dr. Kurland, seconded by Mrs. Maluszczak to approve the following finance recommendations.

1. **Be It Resolved** in accordance with Board Policy 6471 the Rockaway Township Board of Education approves the attached travel expenses as they promote the delivery of instruction, critical to the instructional needs of the district and/or further the efficient operations of the district (see attached). **Travel**

   Be It Further Resolved, that the travel is educationally necessary and fiscally prudent and is directly related to, and within, the scope of the current responsibilities for district employees and the district's Professional Development Plan.

   Explanation: As per statute, boards of education are required to establish a maximum budget for travel and subsistence, the Board may not exceed this maximum.

2. **Be It Resolved** that the Rockaway Township Board of Education approves the Report of the Secretary and Report of Appropriations, and Report of the Treasurer, for the period ending October 31, and **Bd Secy Report**

   Be It Further Resolved that this Budget does not include any unapproved appropriations or moneys.

   Be It Resolved that the Rockaway Township Board of Education acknowledges that Donnamarie Palmiere, Board Secretary, certifies the following statement:

   Pursuant to NJAC 6A:23-2.11(c)(3) and (4), I, Donnamarie Palmiere, Board Secretary, certify that no budgetary line items accounts are over appropriated nor over expended for the period ending October 31, 2013.

   Approve the November transfers. **Transfers**

   Authorize payment of the November bills, as approved by the Finance Committee. **Bills**

   Authorize payment of the November Cafeteria bills, as approved by the Finance Committee.

   Authorize payment of the November Student Activity bills, as approved by the Finance Committee.

   Authorize payment of the November Summer Enrichment bills, as approved by the Finance Committee.

   Explanation: Statute requires that the Board of Education approve all bills paid by the district. The list includes payment for salaries, purchased services, supplies, and equipment.

3. Authorize disposal of the following obsolete equipment, not bid upon at equipment sale, as per the attached. **Disposals**

4. **Be It Resolved** in accordance with New Jersey Department of Education auditing requirements the Rockaway Township Board of Education declares the following outstanding checks null and void: **Outstanding Checks**

Check #	Date	Vendor
General Custodial Account		
131584	10/17/12	Cindy Capavanni
132236	1/23/13	Larry Bellome
132176	4/17/13	Shailly Kapoor
133037	5/22/13	Foundation for Educational Admin.
133267	6/26/13	Batteries Plus
Cafeteria		
6171	6/26/13	Anne Gencarelli
6197	6/26/13	Yubally Torres
Summer Enrichment		
2025	5/22/13	Alfred & Rosa Pinheiro
2028	5/22/13	David & Kristina Stanton
2033	5/22/13	Victoria Cardoza

5. Approve the re-submission of the NCLB FY 13-14 Grant including carry over funds. Funding is allocated as per attached "Program Coordination & Budget Detail" and "Administrative Costs Budget Detail" pages, titles included: **NCLB Submission**

Title I	$69,020.00
Title IIA	$51,853.00 (Twp - $51,791 – Non-public $62)
Title III	$14,609.00 (Twp - $ 10,231 – Borough - $ 4,378)
Title III Immigrant	$5,853.00

Explanation: Grant submission needs Board approval.

6. Accept a donation of $200.00 from the Police Athletic League to be used toward the Municipal Alliance Committee Afterschool Clubs at the five elementary schools. **Donation**

Roll Call Vote on all above recommendations, all present voting yes, motion so carried.

Policy

Motion made by Mrs. Chabla, seconded by Dr. Kurland to table the following motion: **Policy**

1. Approve the second reading of the following policy: 5112 - Harassment, Intimidation and Bullying.

Roll Call Vote on all above recommendations, all present voting yes, motion so carried.

Old Business

None.

New Business **New Business**

Status of special Education Procedural Manual, currently being review by Principals. Target date for completion no later than January.

School Libraries – redesign, school-by-school/special programs/physical arrangements, where do we stand?

Elementary Schools only allowed to take out 1-2 books every two weeks.

Will Committee descriptions be posted on website?

Adjourn to Ex Session

Motion made by Mrs. Chabala, seconded by Dr. Kurland that the meeting stand adjourned at 8:15 PM and return to Executive Session for Strategic Plan and Superintendent Goals.

Roll Call Vote, all present voting yes, motion so carried.

Dr. Friedberger left the meeting at 8:15 PM.

Adjournment

Motion made by Mrs. Maluszczak, seconded by Mrs. Chabala that the closed session meeting stand adjourned at 8:47 PM.

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary