**REGULAR MEETING**
**ROCKAWAY TOWNSHIP BOARD OF EDUCATION**
**January 2, 2013**

The Rockaway Township Board of Education held a regular meeting on Wednesday, January 2, 2013, at 6:09 PM at the Copeland Middle School, Lake Shore Drive, Rockaway, New Jersey.

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

Motion by Mrs. Salny, seconded by Mr. Giarratano to waive pledge salute, public announcement and public notice until the meeting is reopened.

Donnamarie Palmiere, Board Secretary, administered the Oath of Office to the newly elected Board Member, Mrs. Rosemary Chabala.

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 Mrs. Salny seconded by Mr. Giarratano 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 security 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 6:10 PM.

Motion made by Mrs. Salny, seconded by Mr. Giarratano that the closed session meeting stand adjourned at 7:30 PM. Roll Call Vote, all present voting yes, motion so carried.

The Public Meeting reconvened at 7:35 PM. Also present were 34 visitors and no members of the press.

**OATH OF OFFICE** (To be administered by the Board Secretary.)

Donnamarie Palmiere, Board Secretary, administered the Oath of Office to the newly elected Board Members, Mrs. Rosemary Chabala and Mrs. Tara Maluszczak.

Mrs. Palmiere called for nominations for the position of President. Motion made by Dr. Friedberger, seconded by Mr. Puzio to nominate Mr. Giarratano as Board President. Motion by Mrs. Salny, seconded by Mr. Puzio to close nominations. No other nominations being made, Mrs. Palmiere, acting as Temporary Chairperson, called for a vote.

Roll Call Vote on nomination of Mr. Giarratano for Board President, roll call vote all members of the Board of Education, voting yes, motion so carried. The Temporary Chairperson declared that Mr. Giarratano is duly elected to the office of President of the Board of Education for the ensuing year.

Mrs. Palmiere turned the meeting over to Mr. Giarratano, the newly elected president.

Mr. Giarratano called for nominations for the position of Vice President. Motion made by Mrs. Salny, seconded by Dr. Friedberger to nominate Dr. Kurland as Vice President. Motion by Dr. Friedberger seconded by Mrs. Salny to close nominations. No other nominations being made, Mr. Giarratano called for a vote.

Roll Call Vote for Dr. Kurland as Vice President, roll call vote all members of the Board of Education, voting yes, motion so carried. Dr. Kurland is duly elected to the office of Vice President of the Board of Education for the ensuing year.

Mr. Giarratano thanked Dr. Friedberger for the years he served as President and also thanked Mrs. Salny for her years as Vice President.

Motion by Mr. Puzio, seconded by Dr. Kurland to table the motion on the Board Meeting dates/times of the monthly board meetings which will be held at Copeland Middle School.

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

Motion by Mr. Giarratano, seconded by Mrs. Salny to approve the following reorganization items.

**Be It Resolved** the Rockaway Township Board of Education reaffirms the New Jersey School Board Member Code of Ethics (see attached), for the 2013-2014 school year.

**Be It Resolved** the Rockaway Township Board of Education reaffirms the use of Roberts Rules for parliamentary procedures for the 2013-2014 school year.

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

Motion by Mrs. Salny, seconded by Dr. Kurland to open the public session of the meeting at 8:15 PM.

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

The Emergency Management Team, Mayor and Police Chief were present to address the Public and listen to any concerns.

A resident asked about a time change on the reorganization meeting and requested that the proper time is posted. There is a free download on security at the ADL website for protecting Jewish institutions.

A member of the public discussed the hiring process of OT/PT Therapists through Educational Services. It was suggested the district build a per diem pool of therapists for contracted services.

Resident discussed General Education Preschool at Stony Brook (11:07 AM) needs a time change on the online application, transportation issues.

Motion by Mr. Puzio, seconded by Mrs. Salny to close the public session of the meeting at 8:30 PM.

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:

| | |
|---|---|
| James Dunckley | School Food Act |
| David Sarkisian | 2013-2014 Calendar |
| Dr. Gary J. Vitta | Thoughts From Former Superintendent of Schools |
| Andrea Schlemmer | Children's Safety |
| Janet Shea | Thank you |
| Nancy Helbourg | Children's Safety |

**APPROVE MINUTES**

Motion made by Dr. Friedberger, seconded by Dr. Kurland to approve the minutes of December 6 and December 12, 2012. **Minutes**

Roll Call Vote on above, Mrs. Chabala abstaining, all others present voting yes, motion so carried.

Motion made by Mr. Giarratano, seconded by Dr. Friedberger to approve the minutes of December 19, 2012, as amended.

Roll Call Vote on above, Mrs. Chabala and Mr. Giarratano abstaining, all others 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 Mr. Giarratano to affirm HIB cases #42 unconfirmed and #45 confirmed.

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

Training for the EE4NJ grant is continuing and District is continuing very strong security measures.

**The following was presented by the Business Administrator in her report:**
Mrs. Palmiere had no report this evening.

**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. Salny, seconded by Mr. Puzio to approve the following personnel recommendations.

**Employment/After School Programs** **Employ After School**
Approve the courses, instructors and the individual rate of pay per quarter, indicated on the attached list for the 2012-2013 school year, at the various schools.

**Explanation:** Attached list are programs that will be paid with Title One Funds.

**Employment/Bi-lingual Translator** **Employ Bi-lingual**
Approve the employment of Elizabeth Smith, as a Bi-Lingual Translator, for the District, on an "as needed" basis, effective January 2, 2013 through June 30, 2013. The rate of pay is $44.00 per hour.

**Explanation:** Bi-Lingual Translator to provide Spanish translation to district staff members for CST evaluations.

**Employment/Substitute Teachers** **Employ Subs**
Approve the employment of the following county certified Substitute Teachers indicated below for the 2012-2013school year:

| | | |
|---|---|---|
| Samantha Kopp | William Paterson University, NJ (129 Credits) | |
| Parsippany, NJ | Certification: | County |
| | Effective Date: | January 3, 2013 |
| Amy Olsen | York College, PA (BS) | |
| Rockaway, NJ | Certification: | County |
| | Effective Date: | January 3, 2013 |

**Employment/Summer Programs Director** **Employ Summer Director**
Approve the employment of Joyce Schulze, Summer Programs Director for the 2013-2014 Summer School Program, effective immediately. The annual stipend is $8,500.00.

**Extended Leave of Absence** **Extended Leave**
Approve the extended leave of absence for Lee Ann Kern, a full-time Occupational Therapist, at Dennis B. O'Brien School, without pay, under the Twelve Week Federal Medical Family Leave act, effective January 3, 2013 through January 23, 2013, the leave will continue without pay, effective January 24, 2013 through January 31, 2013. (Mrs. Kern is retiring effective February 1, 2013).

**Leaves of Absence** **Leaves**
Approve a leave of absence for Elizabeth Adams, a full-time School Social Worker at the Stony Brook School, without pay, under the New Jersey Twelve Week Family Leave Act, effective January 2, 2013 (working one day on Friday, January 4, 2013) through February 4, 2013. (Mrs. Adams is expected to return to work on February 5, 2013).

Approve a leave of absence for Donna Faschan, a full-time Nurse at the Katharine D. Malone School, with pay, effective January 7, 2013 through January 17, 2013. (Mrs. Faschan is expected to return to work on January 18, 2013).

**Leave Replacements**

**Leave Replacements Assignments**

Approve the leave replacement assignment for Jennifer Butcher, replacing Vanessa Waxman, full-time District General Education/Special Education Technologist, at the Dennis B. O'Brien and Stony Brook Schools, effective January 2, 2013 through May 3, 2013. The rate of pay is $150.00 per diem.

Approve the leave replacement assignment for Deborah Martin, replacing Casey Bock, full-time Grade 2 Inclusion/Resource Room Teacher, at the Dennis B. O'Brien School, effective February 4, 2013 through June 30, 2013. The rate of pay is $150.00 per diem.

**Resignation**

**Resignation**

Approve the resignation, due to retirement, of Lee Ann Kern, a full-time Occupational Therapist, at the Dennis B. O'Brien School, effective February 1, 2013.

**Salary Adjustment**

**Salary Adjustment**

Approve the salary adjustment for the following staff member, effective September 1, 2012 through June 30, 2013:

| | From | To |
|---|---|---|
| Kelly Bezeg | $58,652.00 MA (Step 6) | $59,852.00 MA (Step 7) |

**Explanation:** Adjustment reflects change in salary guide status.

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

**Employment**

**Employment**

Approve the employment of Samantha Kopp, as a part-time Staff Assistant, at 17.50 hours per week, for the Kindergarten Class, morning session, at the Dennis B. O'Brien School, effective January 2, 2013 through June 30, 2013. The rate of pay is $15.83 (Step 1) per hour. (Miss Kopp is replacing Mrs. Koehne).

Approve the employment of Laurie McMahon, a part-time Staff Assistant, at 17.50 hours per week, for general/lunch/recess duties, at the Katharine D. Malone School, effective January 2, 2013 through June 30, 2013. The rate of pay is $15.83 (Step 1) per hour. (Mrs. McMahon is replacing Ms. Lurito-Brown).

**Job Reassignment**

**Job Reassignment**

Approve the reassignment of Garry Del Greco, Substitute Security Personnel for the District to a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, in the Preschool Disabled Class, at the Dennis B. O'Brien School, effective January 2, 2013 through June 30, 2013. The rate of pay is $15.83 (Step 1) per hour. (Mr. Del Greco is replacing Mrs. Grignon).

**Leaves of Absence**

**Leaves**

Approve a leave of absence for Diane Boykow, a full-time Bus Driver for the Transportation Department, with pay, effective November 28, 2012 through December 21, 2012. (Mrs. Boykow is expected to return to work on January 2, 2013).

Approve a leave of absence for Louis Sica, a full-time Maintenance Worker for the Buildings and Grounds Department, with pay, effective November 19, 2012 through December 14, 2012. (Mr. Sica is expected to return to work on December 17, 2012).

**Resignations**

**Resignations**

Approve the resignation of Nicole Grignon, a part-time Staff Assistant, in the Preschool Disabled Class, afternoon session, at the Dennis B. O'Brien School, effective December 24, 2013.

Approve the resignation of Meghan Murphy, a part-time Staff Assistant, in the Preschool Disabled Class, morning session, at the Dennis B. O'Brien School, effective January 9, 2013.

Roll Call Vote on all above recommendations, Mrs. Chabala abstaining all others present voting yes, motion so carried.

**Curriculum/Instruction**

Motion made by Mrs. Salny, seconded by Mr. Giarratano to postpone the resolution on textbooks. **Postpone Resolution**

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

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

**Be It Resolved** the Rockaway Township Board of Education adopts the district Five-Year Curriculum Cycle, as per the attached, for the 2013-2014 school year. **5 Yr Curriculum Cycle**

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

**Administration**

Motion made by Mrs. Salny, seconded by Mr. Puzio to approve the following administrative recommendations.

**BOARD MANUALS**

Reaffirm adoption of the following Board Manuals effective January 3, 2013: **Board Manuals**

Job Description Manual
Standard Operating Manual

Approve Stella L. Sawicki, LDT/C, to conduct bi-lingual (Spanish) educational evaluations, on an as needed basis, for the 2012-2013 school year, at the rate of $400.00 per evaluation. **Stella Sawicki**

**Explanation:** Rockaway Township Child Study Team does not provide this service.

Roll Call Vote on all above recommendations, Mrs. Chabala abstaining all others present voting yes, motion so carried.

**Finance**

Motion made by Mr. Puzio, seconded by Dr. Friedberger to approve the following finance recommendations.

**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 November 30, 2012, 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 November 30, 2012.

Authorize account transfers as submitted. **Transfers**

Accept the 2011-2012 New Jersey School Boards Association Insurance Group Safety Incentive Plan in the amount of $1,000.00. **Safety Grant**

**Explanation:** District was a winner in the NJSBAIG Insurance Pool which is provides a grant to members who attain certain goals.

Roll Call Vote on all above recommendations, Mrs. Chabala abstaining all others present voting yes, motion so

carried.

**Policy**

Motion made by Dr. Kurland, seconded by Mr. Giarratano to approve the following policy recommendations.

Approve the first reading of the revised Board Policy Manual with elimination of Policy 2436 and elimination of last sentence "community members" from Policy 1140.

**Policy Manual 1st Reading**

**Explanation:** Board Policy Manual developed in conjunction with the district's policy and regulation consulting service provider Strauss Esmay Associates, LLP.

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

**Old Business**

Dr. Kurland asked about the Strategic Plan and was told that proposals were due back by January 17, 2013.

**New Business**

Mrs. Salny had a follow up to security - Send to parents about expectation of building security. General code of conduct for security purposes i.e., do not let anyone in. Dr. Grefe suggested each Principal send out their own letters to parents.

Mr. Giarratano suggested setting up a new committee on School Safety separate from the Facilities Committee. The Policy Committee needs to continue meeting at 5:15 PM with members Mrs. Maluszczak, Dr. Kurland and Mrs. Salny.

Motion made by Mrs. Salny , seconded by Mr. Puzio that the meeting stand adjourned at 9:07 PM

**Adjournment**

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary