REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
October 10, 2018

The Rockaway Township Board of Education held a regular meeting on Wednesday, October 10, 2018, at 6:00 PM at the Copeland Middle School, Lake Shore Drive, Rockaway, New Jersey.

The following members of the Board of Education were present: Mrs. Brookes, Mrs. Chirico, Mrs. Helbourg, Mrs. Maluszczak, Mrs. Mezik and Mrs. Salny.

Also present were Dr. James McLaughlin, Superintendent of Schools, Dr. Peter Turnamiun, Interim Assistant Superintendent and Nathanya Simon, Board Attorney.

Motion by Mrs. Brookes, seconded by Mrs. Chirico 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 Mrs. Maluszczak, seconded by Mrs. Mezik 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 6:03 PM.

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

The Public Meeting reconvened at 7:30 PM. Present were 95 visitors and no members of the press.

Mrs. Salny reopened the regular business meeting of the Board with the Pledge of Allegiance.

Character Education Presentation
Dr. McLaughlin commented on how we should build upon these challenges and provide support to teachers and students.
PARCC Presentation – to be added to the website

Motion by Mrs. Brookes, seconded by Mrs. Mezik to open the public session of the meeting.

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

- RTEA presented a $500 check for the Therapy Dogs project.
- Visions Credit Union also presented a $5,000 grant for the Stop the Bleed project.
- A member of the community commented on issues related to negotiations.
- A member of the community commented on the new LEAD program and its implementation.
- A member of the community commented on the PARCC presentation.

Motion by Mrs. Brookes, seconded by Mrs. Chirico to close the public session of the meeting.

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

Correspondence

COMMUNICATIONS

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

Bria Spotts	Re: Music Performances at BOE meetings
Anna Kedzia	Re: Tax exempt form
Larissa Smith	Re: Link to Suicide Prevention Webinar

APPROVE MINUTES

Motion by Mrs. Chirico, seconded by Mrs. Brookes to approve the minutes of September 26, 2018.

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

The following information was presented by the Superintendent in his report:

I would like to offer a warm and enthusiastic welcome to Rachel DeCarlo our new School Business Administrator and Board Secretary who made her official start in the district his past Monday.

Each of the Rockaway Township Public Schools observed the days spanning October 1st through 5th as the Week of Respect. Activities promoting the importance of character education were implemented through age-appropriate instruction in every grade level. School Violence Awareness Week occurs during the week of October 15th through October 19th and again activities highlighting this critically important area will occur throughout the district. I will share a report on specific activities associated with the observance of both weeks with the board at our second October meeting with the clear understanding that in Rockaway Township we are committed to themes of character education, respect, and non-violence not only at these set aside times of the year but each and every day of our school year.

Take Your Child to Work Day falls on a school holiday this year. It is critically important that the children we serve have multiple opportunities to imagine roles and professions in their future life after school. To underscore our commitment to that belief our district will observe an alternate date for Take Your Child to Work Day and has designated April 18th for that purpose.

Substitute teaching is a critically important to the daily operation of our schools and the ongoing implementation of instruction to our students, preventing interruptions in learning that may occur through the unavoidable absences of teachers that may occur in a school year. Like many districts, we have been challenged by the shortage of qualified substitute teachers to meet our daily needs. I would like to thank the board for their commitment to addressing this challenge and approving new rates designed to attract and retain the very best individuals to these positions. I would like to encourage qualified from our community to consider joining our ranks and serving the students of Rockaway Township.

On October 3rd, our district's Emergency Management Team met and addressed a number of items relative to the continued focus on school safety and readiness for potential crisis. School safety drills, increased resources, police walkthroughs in our schools and shared best practices were among items on the agenda. Thanks are extended to Mr. McGovern who serves as the district's safety and security officer and to the members of our police department for their participation and their continued proactive work on behalf of our students' security and well-being.

In this vein, I attended Monday's PTA meeting at Stony Brook School to share information relative to the StopIt app. I look forward to spending time with each of our PTA's to discuss this upcoming important safety tool.

As the board is already aware, this summer the district undertook a long awaited and necessary phone upgrade project. Such undertakings are significant in scope and I am happy to report that we are nearing completion of the project. The following dates represent completion targets in each of our schools.

Dennis B O'Brien 10/9
Copeland 10/10
Katherine D Malone 10/11
Catherine A Dwyer 10/12
Transportation 10/15
Maintenance 10/15
Birchwood 10/16

Sony Brook 10/17

Thank you to Mr. Graber and the technology staff and to Mr. Cuevas and the maintenance staff for their dedication to the project's completion.

Informational Items:

- September 2018 Enrollment
- September 2018 Evacuation Drills
- September 2018 Nurses report

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

As I enter the afternoon hours as my second day as Business Administrator in this District I would like to thank everyone for the warm welcome as well as their willingness to answer my multitude of questions, patiently and completely.
Today I had the opportunity to visit 4 of our schools with Franklin Cuevas - KD Malone, Copeland, Dwyer and Stony Brook. I found them all to be clean, bright and filled with both students and staff that genuinely were happy to be there. We discussed ideas for future renovations as well as his schedule for routine upkeep of the buildings.
Over the next several weeks, I will to begin to develop the budget calendar as well as close out the many reports for FY18. The ASSA snapshot will be taken on Monday October 15th with the report being due to the state by November 16th 2018.

The following information was presented by the Curriculum Director in his report:

Good evening, I would like to begin this evening by sharing some very exciting news. Since our last Board meeting in September, we posted new opportunities for our elementary teachers to become Grade Group Facilitators for the 2018-2019 School Year. This posting was a direct result of what Jim and I heard on our "listening tours" from our elementary teachers. Across all of our elementary schools, teachers requested time when they could meet with other teachers working in the same grade level. Tonight, I am very pleased to report we had a number of teachers come forward and apply for these roles and on our agenda this evening we have the 6 teachers that were selected. I will be meeting with the six teachers this Monday to begin planning the content and activities for our Nov 6th full day in-service. At our next Board meeting, I will share details with the Board and community about the various activities planned for all of our teachers and staff members on Nov 6th and how they align with our District's goals and priorities. Earlier this evening, I presented our District PARCC results from the past three school years. I would now like to share some additional updates about recently adopted changes to the name, length and time for the Spring 2019 statewide assessments.

First, New Jersey has ended its membership with the interstate consortium that produced the Partnership for Assessment of Readiness for College and Careers assessments. Otherwise known as PARCC. While the online platform will remain the same, NJ's mathematics and English Language Arts assessments will no longer be called PARCC. The statewide assessments for ELA and mathematics will be called the following:

- New Jersey Student Learning Assessments - ELA (NJSLA-ELA)
- New Jersey Student Learning Assessments - Mathematics (NJSLA-M)

Second, beginning with the Spring 2019 statewide assessment the item counts (test questions) will be reduced resulting in fewer units in ELA. The number of ELA units will be reduced from three to two resulting in a reduction of 75 minutes in grade three and 90 minutes in grades four through high school.

Third, for mathematics, the item counts are being reduced, resulting in fewer units and testing blocks. In grade three to five, the number of units will be reduced from four to three resulting in a reduction of 60 minutes of testing time. For grades six to eight, the number of units will remain at three but the time allotted for each 80-minute block will be reduced by 20 minutes per unit for a total reduction of 60 minutes in testing time. Within each unit, the number of item counts will also be reduced. The Algebra I end-of-course test will be reduced from three units to two units of 90 minutes each for a total reduction time of 90 minutes of testing time.

The NJ Department of Education has notified us these are interim changes resulting from feedback received from a Phase I outreach to stakeholders. NJDOE will be exploring possible long-term changes to the state's assessment system in the future.

Shifting gears, I would like to provide the Board with updates regarding the work of our two "think tank" committees. Both committees convened in person during the last week of September. The Character Education Think Tank created a subcommittee, which is in the process of designing a survey to be rolled out to internal and

external stakeholders in the coming weeks. The survey will seek to gather feedback from community members about various core values the committee is considering as possible District core values. The Literacy Think Tank has launched four subcommittees. This past week I met individually with the chairpersons for each of the subcommittees. The four subcommittees are as follows:

- Academic Intervention
- Best Practices (The Core)
- Data Review
- Assessment & Standards

Each subcommittee is focused on specific tasks in preparation for our next in person meeting of the entire think tank on 10/25. I would again like to thank and commend all of the teachers volunteering to serve on these committees. The excitement and expertise they bring to the work is inspiring for us all!

I am pleased to report the District recently invested in the online platform, NewsELA. Upon review of usage data, many Rockaway teachers were using NewsELA in their classroom to both expose students to more non-fiction text and provide students with the same content but with differentiated reading levels By upgrading our NewsELA account to the Proversion teacher can now assign students quizzes and track student results over time. We applaud our teachers for bring this wonderful resources into our classrooms.

I would like acknowledge Gina Parisi for taking time from her busy schedule to join me on a "road trip" to all of our faculty meetings this past month. Gina presented to all staff about our partnership with MSU and the opportunities for professional development and grants that result from the partnership. We are already seeing an increase in interest and demand for the professional development opportunities. I would also like to acknowledge and thank the Stony Brook community for inviting Dr. McLaughlin and I to visit their PBSIS team-building day. Staff and students engaged in a full day of activities focused on building a positive school culture while reflecting about how students and staff live out their school's core values each and every school day. It was truly an inspiring and fun filled day!

Lastly, I have two updates specific to our Gifted and Talented services. Our two lead G&T teachers will be attending the Rutgers annual Gifted Education Conference on November 30th. We are also having conversations with Rutgers Gifted Education Department about a possible partnership where they would provide the District with advice and counsel specific to our identification process for Gifted and Talented services.

Committee Reports
Education committee met with Dr. Turnamian to discuss the present educational programs.

Policy committee – Mr. Cuevas discussed having the district become more sustainable and green.

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. Chirico, seconded by Mrs. Brookes to approve the following personnel recommendations.

1. **Employment**
   Approve the courses, instructors and the individual rate of pay per quarter, indicated on th attached list, for the After School Programs, to be held at the Copeland Middle School, for the 2018-2019 school year.

   Explanation – These are activities that are paid by the Board.

   Approve the employment of the following staff as a Grade Group Facilitator, for the 2018 2019 school year. The annual stipend will be $300.00 each.

K Grade Group Facilitator:	Ann Marie Arico (Stony Brook School)
1st Grade Group Facilitator:	Mary Beth Hartnett (Stony Brook School)
2nd Grade Group Facilitator:	Danielle Maute (Dennis B. O'Brien School)
3rd Grade Group Facilitator:	Erin Kramer (Birchwood School)
4th Grade Group Facilitator:	Bree Robinson (Catherine A. Dwyer School)
5th Grade Group Facilitator:	Polymnia Crysler (Dennis B. O'Brien School)

   Explanation – Staff will facilitate Grade Group meetings during the in-service Professional Development days.

Approve the employment of the following staff as a Home Instructor, on an "as needed" basis for the 2018-2019 school year. The rate of pay will be $46.00 per hour.

Elizabeth Barlowe
Christine Ciampi
Caryl Sambrato

Explanation – Staff needed to provide home instruction to students.

2. **Employment/Substitute Teachers**
Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2018-2019 school year:

Catherine Carlson Newton, NJ	Caldwell College, NJ (BA) Certification: State Effective Date: October 11, 2018
Alexandria Conforth Rockaway, NJ	William Paterson University, NJ (BA) Certification: State Effective Date: October 11, 2018
Susan Marositz Rockaway, NJ	William Paterson University, NJ (BA) Certification: County Effective Date: October 11, 2018

3. **Job Description**
Approve the abolishment of job description, Director of Technology, A-4.

4. **Leave of Absence**
Approve a leave of absence for Jessica Clemente, a full-time Library Media Specialist, at the Catherine A. Dwyer and Stony Brook Schools, with pay, effective November 29, 2018 through January 1, 2019. (Mrs. Clemente is expected to return to work on January 2, 2019).

5. **Leave Replacement Assignment**
Approve a leave replacement assignment for Laura Lauckner, replacing Claire Capuano, a full-time Grade 5 Teacher, at the Stony Brook School, effective December 14, 2018 through May 3, 2019. The rate of pay will be $150.00 per diem.

Approve a leave replacement assignment for Shelley Sonnenberg, replacing Virginia Murphy, a full-time School Nurse, at the Stony Brook School, effective November 1, 2018 through January 31, 2019. The rate of pay will be $150.00 per diem.

6. **Rate of Pay for Substitute Teachers**
Approve the rate of pay for County and State Certified Substitute Teachers for the district, for the 2018-2019 school year, effective November 1, 2018 through June 30, 2019. The rate of pay will be $100.00 per full day and $60.00 for half day. The rate of pay for a floater substitute teacher that agrees to work three full days will be paid $110.00 per full day, effective November 1, 2018 through June 30, 2019.

7. **Reemployment**
Approve the reemployment of Rachael Kleiman, a County certified Substitute Teacher, for the district, effective September 27, 2018 through June 30, 2019. The rate of pay will be $80.00 per day from September 27, 2018 through October 31, 2018, and $100.00 per day from November 1, 2018 through June 30, 2019.

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

Job Description
Approve the new job description, Chief Technology Officer, A-4.

Leave of Absence
Approve a leave of absence for Michelle Rafanelli, a full-time Special Education Staff Assistant, at the Copeland Middle School, with pay, effective September 17, 2018 through October 5, 2018 (1/2 day), the leave will continue, without pay, under the New Jersey Twelve Week Family Medical Leave Act, effective October 5, 2018 (1/2 day) through January 1, 2019. (Mrs. Rafanelli is expected to return to work on January 2, 2019).

Reassignment
Approve the reassignment of Shaina Doshi, a part-time Staff Assistant, at 17.50 hours per week, for general/lunch/play/copy duties, at the Birchwood School to a part-time Staff Assistant, at 17.50 hours per week, in the Language Learning Disabilities Class for Grade K through 2, at the Birchwood School, effective October 8, 2018 through June 30, 2019. (Ms. Doshi is replacing Ms. Escobar).

Resignation
Approve the resignation of Samantha Blume, a part-time special education Staff Assistant, at the Copeland Middle School, effective October 16, 2018.

Approve the resignation, due to retirement, of Luis Carmona, a full-time Custodian, at the Copeland Middle School, effective January 1, 2019.

Approve the resignation of Alina Escobar, a part-time special education Staff Assistant, at the Birchwood School, effective October 10, 2018.

Approve the resignation, due to retirement, of Wanda Jenkins, a full-time Systems Support Specialist, for the district, at the Central Office, effective December 1, 2018.

Approve the resignation, due to retirement, of Deborah Rogers, a full-time Child Study Team Secretary, for the district, at the Central Office, effective December 1, 2018.

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

HIB

Motion by Mrs. Mezik, seconded by Mrs. Chirico to affirm the following HIB Cases:

WHEREAS, the Superintendent of schools has provided the Board of Education with reports regarding HIB incidents:

2018-1 confirmed
2018-2 unconfirmed
2018-3 unconfirmed

and the investigations which were conducted following these complaints; and

WHEREAS the Board of Education was advised of any consequences and /or remedial measures related to these matters as well as the Superintendent's recommendation regarding the results of these investigations; and

THEREFORE, BE IT Resolved that the Board of Education votes to affirm the Superintendent's recommendations on HIB cases:

2018-1 confirmed
2018-2 unconfirmed
2018-3 unconfirmed

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

Dr. McMcLaughlin reported there were 4 new HIB investigations:

2018-4 unconfirmed
2018-5 confirmed

2018-6 unconfirmed
2018-7 unconfirmed

Education

Motion made by Mrs. Maluszczak, seconded by Mrs. Brookes to approve the following curriculum/instruction recommendations.

Field Trip Location

1. Approve the amendment of Field Trip Locations list reaffirmed for the 2018-2019 school year on May 23, 2018 to include the following:
   - Ideal Farms
   - Kessler Rehabilitation Center
   - Mayo Performing Arts Center
   - Wightsmans Farms

   Explanation: Expand field trip locations that meet educational objectives.

NEWSELA Contract

2. Motion to approve the 2018-2019 contract with NEWSELA, Inc. for digital subscription services in the amount of $16,400.00.

Field Trips for Approval

3. Motion to approve 10/10/18 list of field trips.

No Public comment.

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

Special Education

None.

Administration

Motion made by Mrs. Mezik, seconded by Mrs. Helbourg to approve the following administrative recommendations.

Sidebar Agreement

1. Motion to approve the side bar agreement between the Rockaway Township Education Association and the Rockaway Township Board of Education.

Dual Use

2. Approve submission of Applications for Dual Use rooms to the Executive County Superintendent for the 2018-2019 school year for the following classrooms:

Stony Brook	Room 133	Grade 3 Resource & Grade 5 Resource

Subscription Busing

3. Approve a parental contract for non-aided subscription busing for the 2018-2019 school year for the following students:

#122	$500.00 (one way drop off)

GSCS Membership Resolution

4. WHEREAS, the Board of Education wishes to join the Garden State Coalition of Schools (GSCS), a member-directed grassroots advocacy organization successfully representing Boards of Education, parents, school administrators and community members in advocating for quality education for all New Jersey students for 26 years, and

   WHEREAS, the Board of Education desires to be part of GSCS' efforts to focus on the inter-

related issues of academic achievement, educational practices and school finance, while continuing to strengthen New Jersey school programs that have led to high student achievement, and

WHEREAS, by joining GSCS, the Board of Education will be joining 100 other New Jersey school districts, and

WHEREAS, membership in GSCS is initiated by a one-time resolution form each Board of Education wishing to join the Coalition,

NOW THEREFORE BE IT RESOLVED that the Board of Education does agree to join the Garden State Coalition of Schools, and

BE IT FURTHER RESOLVED that the Board secretary be authorized to initiate membership arrangements and pay the yearly dues, which may be pro-rated for the remainder of the year where applicable, based on the resolution date.

The dues are $2,500 per year, dues will pro-rated to $1,875.

QSAC Health and Safety Checklist

5. Approve the QSAC Health and Safety Evaluation of School Buildings Checklist for the 2018-2019 school year.

Explanation: As per the New Jersey Department of Education.

Mrs. Salny asked for clarification on the Sidebar Agreement.

Dr. McLaughlin discussed the Garden State Coalition membership.

No Public comment.

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

Finance

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

Travel

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).

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.

Change Order

2. Motion to approve Change Order #003 as a decrease in the allowance in the amount of $15,184.81 for the HVAC upgrades at Stony Brook School.

Versatrans Contract

3. Motion to approve the 2018-2019 contract with Versatrans through Tyler Technologies, Inc. for Routing and Hosting for up to 70 vehicles, in the amount of $9,067.50.

SAIF Credit

4. Motion to approve the acceptance of the 2017-18 Tier 1 Safety Incentive Program award. The award is in the form of a $5,500.00 credit to the district's 2018-19 School Alliance

Insurance Fund assessment.

Mrs. Helbourg asked about the SAIF credit.

No Public comment

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

Policy

Motion made by Mrs. Mezik, seconded by Mrs. Brookes to approve the following policy recommendations.

1. Motion to approve the following policies for second read:

P 3432	Sick Leave
P 5330.04	Administering an Opioid Antidote
P 9400	News Media Relations
P 7441	Electronic Surveillance in School Buildings and on School Grounds
P 5512	Harassment, Intimidation, and Bullying
P 5350	Student Suicide Prevention
P 5561	Use of Physical Restraint Techniques for Students with Disabilities
P 9541	Student Teachers/Interns
P 5112	Entrance Age
P 5114	Children Displaced by Domestic Violence
P 5533	Student Smoking
P 7523	School District Provided Technology Devices to Pupils

No Public comment.

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

Old Business

Mrs. Salny commented that Mrs. Brookes would fill in for Mrs. Chabala due to her resignation.

New Business

Dr. McLaughlin commented on investigating the installation of arm cameras on buses.

Mrs. Salny read the following:
The Rockaway Township Board of Education invites qualified candidates to submit their written request to be considered to fill a Board of Education vacancy for a term that expires on or about January 1, 2019.

According to law, a qualified candidate must be able to read and write, be a citizen of the United States, a resident of Rockaway Township for at least a year and be registered and eligible to vote in Rockaway Township. In addition the candidate cannot have any claim against the Board of Education, hold office on the municipal governing body and not simultaneously hold two elective offices.

Candidates are asked to submit a one page letter expressing their interest and qualifications for the position to Boardmail@rocktwp.net by Thursday, October 25. Qualified applicants will be interviewed in public session at the next Board of Education meeting on Tuesday, October 30. A decision will be announced and oath taken at the November 14th Board of Education meeting.

Dr. McLaughlin commented on the Board Vacancy.

No Public comment.

Motion made by Mrs. Brookes, seconded by Mrs. Helbourg that the meeting stand adjourned at 8:55 PM. and to return to Executive Session for Legal issues.

Motion made by Mrs. Maluszczak, seconded by Mrs. Chirico that the meeting stand adjourned at 9:50 PM.

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

Respectfully submitted,

RACHEL DECARLO
Board Secretary