REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
DECEMBER 9, 2015

The Rockaway Township Board of Education held a regular meeting on Wednesday, December 9, 2015, at 6:04 PM at the Copeland Middle School, Lake Shore Drive, Rockaway, New Jersey.

The following members of the Board of Education were present: Mr. Babcock, Mrs. Chabala, Mrs. Chirico, Mrs. Helbourg, Mrs. Maluszczak, Mrs. Salny, and Dr. Kurland.

Also present were Dr. Greg McGann, Superintendent of Schools and Jacqueline Storts, Assistant Superintendent.

Motion by Mrs. Chabala, seconded by Mrs. Salny 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. Chirico, seconded by Mr. Babcock 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 6:05 PM.

Motion made by Mrs. Chirico, seconded by Mrs. Salny 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 7:33 PM. Present were 75 visitors due to programming/11 stayed for meeting and 1 member of the press.

Dr. Kurland reopened the regular business meeting of the Board with the Pledge of Allegiance.

PRESENTATIONS

1. David Bishop and the Chorus performed some holiday songs.
2. Distribution of service pins to certificated and non-certificated staff members who have achieved milestone years of service and tenure pins to all certificated and non-certificated staff members who have achieved tenure status.

Motion by Mrs. Helbourg, seconded by Mrs. Chabala to open the public session of the meeting.

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

Dr. Monchar requested and received from Mrs. Storts a report of the feedback concerning IRLA.

Motion by Mrs. Chabala, seconded by Mr. Babcock 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:

Ardith Collins	Re: Music Performances
Freshwater Wetlands	Re: Dam removed

APPROVE MINUTES

Minutes

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to approve the minutes of November 18, 2015.

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

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

Superintendent report

1. Dr. McGann reported there were no new HIB investigations.

2. Informational Items:

PARCC

PARCC Information –Dr. McGann presented information on PARCC results.

Enrollment – November
Evacuation Drills – November
Nurses' Report – November
Field Trip Report – November

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

Committee Reports

Committee Reports

Shared Services Meeting attended by Mrs. Chabala.

- Emergency repair work to be done on the garage.
- Pondview Rentals-ready to start Phase 1- 260units/9 buildings.
- Dr. Kurland discussed that we will revisit school structure.

Special Education meeting scheduled for January 11, 2017

Technology to schedule meeting

Curriculum

- Science curriculum revisions need to tie into "Next Generation Science Standards" to maintain QSAC points.

Policy meeting scheduled for January 11, 2017.

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

Personnel

Personnel

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

Motion made by Mrs. Salny, seconded by Mrs. Chirico to approve the following personnel recommendations.

1. **Employment**

Employment

Approve the courses, instructor and the individual rate of pay per quarter, indicated on the attached list, for the After School Program, to be held at the Copeland Middle School, for the 2015-2016 school year.

Explanation – This activity is paid by the board per the contract.

Approve the courses, instructors and the individual rate of pay per quarter, indicated on the attached list, for the After School Programs, to be held at the Copeland Middle School, for the 2015-2016 school year.

Explanation – These are "Pay to Play" programs.

Approve the employment of Barbara Ciaffone, as a full-time Special Education Teacher, at the Copeland Middle School, effective December 14, 2015 through June 30, 2016. The annual prorated salary will be $56,006.00 BA+30 (Step 1). (Ms. Ciaffone holds a Standard Certificate as a Teacher of the Handicapped) (Ms. Ciaffone is replacing Mr. Witte).

Approve the employment of Christine Ciampi, as a Home Instructor, on an "as needed" basis, for the 201 2016 school year. The rate of pay is $44.00 per hour.

Explanation – Instructional staff necessary to provide Home Instruction, where needed.

Approve the employment of Joyce Schulze, Summer Programs Director for the 2016-2017 Summer School Program, effective immediately. The annual stipend is $8,500.00.

2. **Employment/Substitute Teachers**

Employment/ Substitute Teachers

Approve the employment of the following state certified Substitute Teachers indicated below for the 2015-2016 school year:

Alexandra Abrams Rockaway, NJ	University of Scranton, PA (BS) Certification: County Effective Date: December 10, 2015
Rana Habib Rockaway, NJ	Rutgers State University, NJ (BA) Certification: County Effective Date: December 10, 2015
Leslie Valis Sparta, NJ	Caldwell College, NJ (BA) Certification: County Effective Date: December 10, 2015

3. **Leave of Absence**

Leave of Absence

Approve leave of absence for Karen Renaud, a full-time Academic Intervention Teacher, at the Birchwood and Stony Brook Schools, without pay, under the New Jersey Twelve Week Family Medical Leave Act, effective November 20, 2015 through January 1, 2016, (Mrs. Renaud is expected to return to work on January 4, 2016).

4. **Revised Effective Date for Merit Payment**

Merit Payment

Approve a merit payment for outstanding performance in the involvement of PARCC, for Kimberly Wettstein, Vice Principal of the Copeland Middle School, revised effective date of July 1, 2014 through June 30, 2015, from the October 21, 2015 agenda. The merit payment will be $1,500.00.

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

Employment

Employment

Approve the employment of Sophie Cabrera, as a Bi-Lingual Translator, on an "as needed" basis, for the 2015-2016 school year. The rate of pay is $44.00 per hour.

Explanation – Bi-lingual translator to provide Urdu translation to district staff members for CST evaluations and attendance at meetings.

Approve the employment of Kathleen Day, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Copeland Middle School, effective December 14, 2015 through June 30, 2016. The rate of pay is $16.74 (Step 1) per hour. (Mrs. Day is replacing Ms. Narcise-Uppal).

Approve the employment of Allison Lombardo, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Copeland Middle School, effective December 14, 2015 through June 30, 2016. The rate of pay is $16.74 (Step 1) per hour. (Mrs. Lombardo is replacing Mrs. Quadrel).

Approve the employment of Susan Marum, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Stony Brook School, effective December 10, 2015 through June 30, 2016. The rate of pay is $16.74 (Step 1) per hour. (Mrs. Marum is replacing Mr. Kratz).

Approve the employment of Peter Osebre, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Copeland Middle School, effective December 10, 2015 through June 30, 2016. The rate of pay is $16.74 (Step 1) per hour. (Mr. Osebre is replacing Ms. Diana).

Reassignment

Reassignment

Approve the reassignment of Jennifer Kentos, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Katharine D. Malone School to a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Birchwood School, effective November 18, 2015 through June 30, 2016.

Approve the reassignment of Eileen Mauro, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Katharine D. Malone School to a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Birchwood School, effective November 18, 2015 through June 30, 2016.

Revised Effective Date

Revised effective date

Approve the revised effective date of Andrea Kodack, a part-time Staff Assistant, at 17.50 hours per week, for the Preschool Disabled Class, per the student's IEP, at the Dennis B. O'Brien School, effective January 4, 2016 through June 30, 2016. The rate of pay is $16.74 (Step 1) per hour.

Resignation

Resignation

Approve the resignation, of Maria Diana, a part-time special education Staff Assistant, for the Copeland Middle School, effective November 26, 2015.

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

Curriculum/Instruction

Curriculum/ Instruction

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

1. Amend the approval of Gina Parisi to prepare and present two (2) Family Literacy Evenings in December 2015, not to exceed a total of 4 hours, at $100 per hour of presentation as per RTEA contract, inclusive of preparation and planning.

2. Approve Jennifer Gruener to prepare and present one (1) Family Literacy Evening in December 2015, not to exceed a total of 2 hours, at $100 per hour of presentation as per RTEA contract, inclusive of preparation and planning.

3. Approve the following Curriculum Revision Committee members to revise the curriculum indicated below, per the Five Year Curriculum Cycle, for $500 each as per the RTEA contracted rate:

Curriculum revision

Committee Member	Curriculum under Revision
Maria Martinez	English Language Learners Gr. K-5
Maria Martinez	English Language Learners Gr. 6-8
Jacqueline Millar	Mathematics Gr. K-5
Karen Phillips	Mathematics Gr. K-5
Charles Young	Mathematics Gr. K-5
Janet Moran	Science Gr. 5-8
Terry Suleski	Science Gr. 5-8
Daniel Warnock	Science Gr. 5-8
Robin Williams	Science Gr. 5-8

4. Approve Nicoleta M. Pop, Montclair State University student, for Student Teaching at Catherine A. Dwyer School for Spring 2016 and Fall 2016 semesters.

Student Teacher

Explanation: Requirement for Degree.

5. Approve Mandy Thomas and Vanessa Waxman to prepare and present two (2) Maker/STEM Nights (January and March 2016), not to exceed a total of 4 hours, at $100 per hour of presentation as per RTEA contract, inclusive of preparation and planning.

No Public comment.

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

Administration

Administration

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

1. Authorize the Rockaway Township Board of Education to approve the 5-year lease agreement with Xerox Financial Services, for 25 Xerox copier machines throughout the district in the monthly amount of $8,932.95; and Stewart Business Systems, for the installation and maintenance of 25 Xerox copier machines throughout the district in the monthly amount of $3,529.00 +$120.00.

Xerox Lease

2. Approve the following volunteer Parent Chaperones for the NJHS Washington DC trip June 1-3, 2016:

Parent Chaperones

Wayne Bockhorn
Ann Marie Genovese (Olivia Greenberg's mother)
Sarah Granda
Gregory Huebscher
Daniel Schneider

3. Approve Student # 1313, under the Inter-district Public School Choice Program (N.J.S.A. 18A:36B), to attend a school outside their district of residence.

School Choice

4. Authorize the Rockaway Township Board of Education to approve the 4-year lease agreement with Pitney Bowes, for the installation and maintenance of the postage machine at Copeland Middle School in the quarterly amount of $980.67.

Pitney Bowes Lease

5. Authorize a contract between Rockaway Township Board of Education and American Tutor, Inc. to provide bedside instruction to students admitted to the Immediate Care Children's Psychiatric Center of Parsippany, NJ. Services are offered at a rate of $58.00 per hour.

American Tutor Contract

Explanation: Educational instructional services needed while students are patients at Immediate Care.

6. Authorize a contract between Sunbelt Staffing and the Rockaway Township Board of Education to provide Occupational Therapy services, Speech services, Physical Therapy services, RN/LPN services, on an as needed basis, for the 2015/2016 school year at a rate of $55.00-$90.00 per hour.

Sunbelt Staffing Contract

Explanation: To provide professional support services for students that cannot be provided by district personnel, as per student's IEP.

7. Authorize the following out-of-district placement for student # 1012 in the West Milford Township School District, in the amount of $ 14,442.00 for the 2015-2016 School Year.

Out of District Placement

8. Accept a $200 2015-16 MSUNER Teacher Incentive Grant awarded to Vanessa Waxman for her classroom project proposal.

MSUNER Grant

PT Contract

9. Authorize a contract between Dara Hochstadter, Physical Therapist, and the Rockaway Township Board of Education to provide physical therapy services for special education students, on an as needed basis, for the 2015/2016 school year at a rate of $98.00/hour for direct therapy, $295.00 per evaluation, $49.00 per half hour for attendance at IEP meetings, and Annual Reviews at a rate of $98.00 per review. Start date pending receipt of all appropriate credentials.

   Explanation: Maternity leave replacement needed to provide support services for students, as per students IEP.

No Public comment.

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

Finance

<u>**Finance**</u>
Motion made by Mrs. Salny, seconded by Mrs. Maluszczak 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.

Board Secretary and Treasurer's Report

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, 2015, and

   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 , 2015

Bills

   Authorize October account transfers as submitted.

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

   Authorize payment of the December After School bills, as approved by the Finance Committee.

   Authorize payment of the December Student Activity 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.

No Public comment

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

Policy

<u>**Policy**</u>
Motion made by Mrs. Helbourg, seconded by Mrs. Chabala to approve the following policy recommendations.

1. Approve the second reading of the following policies:

3125.2	Employment of Substitute Teachers
5330	Administration of Medication (M) Revised
5339	Screening for Dyslexia (M) Revised
3322	Staff Members Use of Personal Cellular Telephones/Other Communication Devices (M) Revised
4322	Staff Members Use of Personal Cellular Telephones/Other Communication Devices (M) Revised
8540	School Nutrition Programs(Revised)
8550	Outstanding Food Service Charges(New)
8820	Opening Exercises(Revised)

No Public comment.

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

Old Business

Old Business

Mrs. Salny clarified BYOD comments that were in the newspaper. Infrastructure updates must be done first.

New Business

New Business

Mrs. Chabala attended the 7th & 8th grade Band concert at Morris Hill High School, it sounded amazing and she is very proud of the students and staff.

Elementary concerts taking place next week.

No Public comment.

Motion made by Mrs. Helbourg, seconded by Mr. Babcock that the public meeting stand adjourned at 9:30 PM. and to return to Executive Session for legal issues at 9:40.

Adjourn to Executive Session

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

Motion made by Mrs. Chirico, seconded by Mr. Babcock that the meeting stand adjourned at 10:29 PM.

Adjournment

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary