**REGULAR MEETING**
**ROCKAWAY TOWNSHIP BOARD OF EDUCATION**
**July 25, 2018**

The Rockaway Township Board of Education held a regular meeting on Wednesday, July 25, 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. Chabala, Mrs. Chirico, Mrs. Helbourg, Mrs. Maluszczak, Mrs. Mezik and Mrs. Salny.

Also present were Dr. James McLaughlin, Superintendent of Schools, Peter Turnamian, Interim Birchwood Principal, and John Geppart, Board Attorney

Motion by Mrs. Chabala, seconded by Mrs. Brookes 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 Mrs. Maluszczak 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 6:01 PM.

Motion made by Mrs. Brookes, seconded by Mrs. Chabala 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 7:31 PM. Present were 23 visitors and one member of the press.

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

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

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

- A member of the community commented on the Board Member social media policy, and that she contacted NJSBA and she also was in contact with the county office regarding use of employee numbers instead of names.

Motion by Mrs. Brookes, seconded by Mrs. Maluszczak 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:
Pat Jaremcak Re: Thank you

## APPROVE MINUTES

Motion by Mrs. Chirico, seconded by Mrs. Helbourg to approve the minutes of July 11, 2018.

Roll Call Vote on above, Mrs. Maluszczak abstained, all remaining present voting yes, motion so carried.

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

The month of July has been a busy time in the district. Extended School Year and Enrichment classes have been in full swing and over *265* students are benefitting from summer instruction inclusive of our Academic Achievers, Small Fry Program, Title I, Enrichment and Special Education ESY. This instruction will provide great benefits to students when they begin school in September and truly demonstrates that instruction occurs all year long in Rockaway Township.

I am happy to share that Mr. Graber has identified a program well suited to live stream our board meetings beginning in September. I am aware that the board is anxious to allow greater participation and access to its meetings through the use of video technology. The service that has been selected will allow real time viewing by our community and immediate archiving for those who may wish to view board meetings at a later time.

As noted in our previous board meeting, the board retreat held on June 30th provided a thoughtful reflection on those goals best suited to guide our actions and purpose in the 2018-2019 school year. I am happy to have included those goals on tonight's agenda for formal approval. It is our expectation that these goals will serve to guide goals of administration, schools and staff in a coordinated and productive manner. I look forward to providing the board with periodic updates on our progress toward these goals throughout the course of the school year.

Ms. Palmiere will provide information in her report this evening about many of the summer facility efforts that underway throughout the school district. I would like to highlight one particular item, the school signs that are being obtained for KDM and Copeland. These signs are an important part of our communication with the school community. The large digital displays will provide and promote information to those passing our schools and entering our buildings. In keeping with the planned redesign of our webpage and expansion of social media outreach, we are committed to keeping all constituents well informed and up to date on the wonderful happenings in our district.

Rockaway Township continues its commitment to technology and is truly a leader among school districts in the resources it provides to its teachers and students. This summer the following purchases have been received and are in the process of being delivered to our six schools:

- 12 chromebook carts
- Approximately 350 chromebooks for grades 3-8 ( all classes will have a designated cart)
- (22) stationary charging lockers for grades 1 and 2 in all elementary schools - each cart contains (5) Acer chromebooks and (1) HP Chromebook for each teacher with a plan to purchase an additional (5) by the end of the school year .
- (4) 85 " Smart Interactive Panels - for Copeland Library and Computer Lab , KDM computer lab and DBO Computer Lab.
- (3) interactive clear touch panels to replace broken star boards in DBO and Copeland
- New Imac Computers and laptops for district administration
- 4 New Meraki network switches for central office, transportation, and facilities.

Presently, we are working on policy and arrangements that will allow us to fully commit to a 1:1 program for our students at Copeland School, allowing those students to be assigned their own device that travels between home and school. It is our expectation this can occur sometime early this Fall. More information will follow in this regard as we progress.

Additionally 40 Meraki cameras will be installed by late summer, providing added layers of security for our schools. I would like to thank Mr. Graber and his department as well as our maintenance team for their dedicated work in keeping Rockaway Township at the cutting edge of technology, enhancing learning for our students and providing tools for our teachers.

Parents and students look forward each summer to the announcement of their class assignment and to their middle school schedules. The parent portal will open on August 21st providing that information. A phone announcement will be made to alert parents at that time. Kindergarten students who are not yet registered in the portal will receive a letter that should also be received by August 21st.

To date 9 employees have been board approved and 11 are awaiting board approval to be hired for the 2018-

2019 school year. I am pleased with the efforts of our administration to identify and recruit talented and knowledgeable educators to join our faculty. As we know, the most significant factor in a child's education is their teacher. We are proud of our staff and are committed to maintaining the superior level of faculty that Rockaway Township expects for its students.

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

- State Aid remained the same
- Stony Brook Update
- Abatement for Dennis B. O'Brien School and Birdwood School computer labs 8/9-10/18
- Copeland – Cafeteria floors, band room carpet, loading dock and walkway repairs.
- Dennis B. O'Brien School parking lot update

**The following information was presented by the Curriculum Director in her report:**
None

**Committee Reports**
None

**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 Mrs. Maluszczak to approve the following personnel recommendations.

1. **Employment**

   Approve the employment of Stephanie Frost, a full-time Biology Teacher, at the Copeland Middle School, effective August 29, 2018 through June 30, 2019. The annual salary will be *$60,944.00 BA+15 (Step 7). (Ms. Frost holds a Standard Certificate as a Teacher of Biological Science). (Pending the background check per NJ Law A-3381).

   Approve the employment of Lisa Guzzo, a full-time Kindergarten Teacher, at the Katharine D. Malone School, effective August 29, 2018 through June 30, 2019. The annual salary will be *$60,319.00 BA (Step 6). (Mrs. Guzzo holds a Standard Certificate as an Elementary School Teacher). (Pending the background check per NJ Law A-3381).

   Approve the employment of Emily Krzysik, a full-time Grade 2 Teacher, at the Stony Brook School, effective August 29, 2018 through June 30, 2019. The annual salary will be *$57,784.00 BA (Step 3). (Ms. Krzysik holds Standard Certificates as an Elementary School Teacher in Grades K through 6 and as a Teacher of Preschool through Grade 3). (Ms. Krzysik is replacing Mrs. Langevin). (Pending the background check per NJ Law A-3381).

   Approve the employment of Amber Miller, a full-time Grade 4 Teacher, at the Stony Brook School, effective August 29, 2018 through June 30, 2019. The annual salary will be *$55,384.00 BA (Step 1). (Ms. Miller holds a Provisional Certificate as an Elementary School Teacher in Grades K – 6). (Ms. Miller is replacing Mrs. Spinweber). (Pending the background check per NJ Law A-3381).

   Approve the employment of Cheryl Schnabolk, a part-time Social Worker, at 25 hours per week, at the Copeland Middle School, effective August 29, 2018 through June 30, 2019. The annual prorated salary will be *$46,762.00 MA (Step 4). (Mrs. Schnabolk holds a Standard Certificate as a School Social Worker). (Mrs. Schnabolk is replacing Mrs. Porrachio). (Pending the background check per NJ Law A-3381).

   *2018-2019 salary frozen at the 2017-2018 level until ratification of successor contract.

   Approve the employment of the Substitute Teachers for the 2018 Summer Program, as per the attached list.

2. **Leave Replacement Assignment**

Approve a leave replacement assignment for Deanna DePetris, replacing Nicole Shears, a full-time Grade 3 Teacher, at the Stony Brook School, effective September 12, 2018 through January 11, 2019. The rate of pay is $150.00 per diem. (Pending the background check per NJ Law A-3381).

Approve a leave replacement assignment for Diana Bain-Herbison, replacing Danielle Massaro, a full-time Grade 3 Teacher, at the Catherine A. Dwyer School, effective August 29, 2018 through January 11, 2019. The rate of pay is $150.00 per diem. (Pending the background check per NJ Law A-3381).

Approve a leave replacement assignment for Melyssa Pickett, replacing Jessica Silva, a full-time Resource Room Teacher, at the Copeland Middle School, effective August 29, 2018 through November 16, 2018. The rate of pay is $150.00 per diem. (Pending the background check per NJ Law A-3381).

3. **Reassignment**

Approve the reassignment of Elizabeth Adams, a full-time Social Worker at the Catherine A. Dwyer and Katharine D. Malone Schools to a full-time Social Worker at the Catherine A. Dwyer and Copeland Middle Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Meghan Barger, a full-time Social Worker at the Copeland Middle and Stony Brook Schools to a full-time Social Worker at the Dennis B. O'Brien and Stony Brook Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Erin Bosworth, a full-time Grade 6 Teacher at the Copeland Middle School to a full-time Grade 5 Teacher at the Birchwood School, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Sharon Cohen, a full-time Learning Disabilities Teacher Consultant at the Birchwood and Dennis B. O'Brien Schools to a full-time Learning Disabilities Consultant at the Catherine A. Dwyer and Copeland Middle Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Diane Cooper, a full-time Grade 7 Math Teacher at the Copeland Middle School to a full-time Grade 4 Teacher at the Katharine D. Malone School, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Beth Dailey, a full-time Learning Disabilities Teacher Consultant at the Copeland Middle and Stony Brook Schools to a full-time Learning Disabilities Consultant at the Dennis B. O'Brien and Stony Brook Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Sonal Dave, a full-time Social Worker at the Birchwood and Dennis B. O'Brien Schools to a full-time Social Worker at the Birchwood and Katharine D. Malone Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Samantha Evans, a full-time Psychologist at the Copeland Middle and Stony Brook Schools to a full-time Psychologist at the Dennis B. O'Brien and Stony Brook Schools, effective August 29, 2018 through June 30, 2019.
Approve the reassignment of Lindsay Fisher, a full-time Resource Room Teacher at the Copeland Middle School to a full-time Resource Room Teacher at the Katharine D. Malone School, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Sarah Florio, a full-time Psychologist at the Copeland Middle School to a full-time Psychologist at the Catherine A. Dwyer and Copeland Middle Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Leah Jeffery, a full-time Psychologist at the Catherine A. Dwyer and Katharine D. Malone Schools to a full-time Psychologist at the Birchwood and Katharine D. Malone Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Yin Lam, a full-time Psychologist at the Birchwood and Dennis B. O'Brien Schools to a full-time Psychologist at the Copeland Middle School, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Maria Martinez, a full-time Grade 5 Teacher at the Catherine A. Dwyer School to a full-time English Language Learning Teacher (ELL) at the Catherine A. Dwyer School, effective August 29, 2018 through June 30, 2019. (Ms. Martinez is replacing Mrs. DeVito).

Approve the reassignment of Denice Taxiarchou, a full-time Learning Disabilities Teacher Consultant at the Catherine A. Dwyer and Katharine D. Malone Schools to a full-time Learning Disabilities Consultant at the Birchwood and Katharine D. Malone Schools, effective August 29, 2018 through June 30, 2019.

Approve the reassignment of Leah VanScoy, a full-time Grade 6 Teacher at the Copeland Middle School to a full-time Academic Intervention Teacher at the Katharine D. Malone School, effective August 29, 2018 through June 30, 2019.

*2018-2019 salary frozen at the 2017-2018 level until ratification of successor contract.

4. **Resignation**

Approve the resignation of Employee Number 5256(name withheld at employee's request), effective August 29, 2018.

Approve the resignation of Emily Gaul, an Adaptive Music Teacher, at the Copeland Middle School, effective August 29. 2018.

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

**Reassignment**

Approve the reassignment of Lynn Smith, a full-time 10 Month Clerk Typist at Copeland Middle School to a full-time 10 Month Attendance Secretary at Copeland Middle School, effective September 1, 2018 through June 30, 2019. The annual salary will be $35,000.00. (Mrs. Smith is replacing Mrs. Kondra).

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

**HIB Determination**

Dr. McLaughlin reported there were no new HIB investigations.

**Education**

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

1. Approve the following teachers for 2.7 in-service credit for completing the Professional Development Course "Project Read – Written Expression", on June 25-29, 2018, July 2-3, 2018, and July 5-6, 2018, as per the RTEA contract:

| | |
|---|---|
| Colleen Bachman | Susan Fabiano |
| Christina Beatrice | Samantha Kopp |
| Alexandria Conforth | Terry Suleski |
| Tara Toohey | |

No Public comment.

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

**Special Education**

Motion made by Mrs. Chirico, seconded by Mrs. Brookes to approve the following special education recommendations.

1. Authorize a contract between Pediatric Neuropsychology and Therapy Services, LLC (Catherine O'Sullivan, Psy.D.) and the Rockaway Township Board of Education to conduct independent neuropsychological evaluations, on an as needed basis, for the 2018/2019 school year at a rate of $4,300.00 per evaluation. District will be responsible to pay $4,000.00 of this fee and the parent is responsible to pay the balance of $300.00.

**Explanation:** For provision of independent evaluations, when necessary, and the Rockaway Township Child Study Team does not provide this service.

No Public comment.

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

**Administration**

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

**De-enrollment**

1. Motion to rescind the de-enrollment for the following students - #118, #194, #323, and #23.

**ESC Transportation 2018-19**

2. Authorize Educational Service Commission of Morris County to transport the following Rockaway Township out-of-district placement students for the 2018-19 School Year:

| Student # | School | Location |
|---|---|---|
| #126 | Chapel Hill Academy | Lincoln Park |
| #184 | Garden Academy | West Orange |
| #82 | Montgomery Academy | Basking Ridge |
| #313 | Montgomery Academy | Basking Ridge |

**District Goals**

3. Motion to approve the 2018-2019 District Goals.

Goal 1. Communication: Expand upon communication efforts that engage stakeholders in a multifaceted and comprehensive fashion.

Goal 2. Instruction: Foster an improved culture for learning through school action plans focused upon improving the quality of instruction through goal setting, meaningful supervision and coaching that is both embedded and sustained.

Goal 3. Facilities and Security: Continue the district focus and the ongoing priority of a safe and secure learning environment, inclusive of physical security, supports to promote the social-emotional well-being of students, and resources for staff.

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

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

- A member of the public commented if possible Superintendent could meet with the PTAs at night for working parents.

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.

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

**Finance**
Motion made by Mrs. Chirico, 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.

**Financials and Bills**

2. **Be It Resolved** that the Rockaway Township Board of Education approves the Preliminary Report of the Secretary and Report of Appropriations, and Report of the Treasurer, for the period ending June 30, 2018, 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 June 30, 2018

   Authorize June account transfers as submitted.

   Authorize payment of the June and July bills, as approved by the Finance Committee.

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

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

   Authorize payment of the June and July Summer Enrichment bills, as approved by the Finance Committee.

   Authorize payment of the July state unemployment bills, as approved by the Finance Committee

   Authorize payment of the July summer savings bill, 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.

**Signs**

3. Approve replacement of electronic message center signs for Copeland Middle School at a cost of $19,471.00 and Katharine D. Malone School at a cost of $19,471.00 from Custom Sign Source.

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

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

- A member of the public commented on the sign at Catherine A. Dwyer.

Motion by Mrs. Helbourg, seconded by Mrs. Maluszczak to close the public session of the meeting.

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

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

**Policy**
None

**Old Business**

- School Pictures-Informed the Principals to work with the PTA's and they can use the vendor that best suits their needs.
- Follow up of YMCA- met with YMCA Director approved smaller age cluster grouping.

**New Business**
Policy Meeting- Wed. 8/8/18 at 6:00pm BOE office.

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

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

- A member of the public commented on the YMCA.
- A member of the public commented on Live streaming.

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

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

Motion made by Mrs. Helbourg, seconded by Mrs. Mezik that the meeting stand adjourned at 8:05 PM. and to return to Executive Session for personnel issues.

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

Motion made by Mrs. Chirico, seconded by Mrs. Maluszczak that the meeting stand adjourned at 9:42 PM.

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary