REORGANIZATION MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
January 3, 2018

The Rockaway Township Board of Education held a regular meeting on Wednesday, January 3, 2018, at 6:05 PM at the Copeland Middle School, Lake Shore Drive, Rockaway, New Jersey.

Mrs. Palmiere administered the Oath of Office to Mrs. Nancy Helbourg, Mrs. Lisa Mezik.

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. Greg McGann, Superintendent of Schools.

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. Salny 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 7:32 PM. Present were 32 visitors and no members of the press.

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

OATH OF OFFICE
Donnamarie Palmiere, Board Secretary, administer the Oath of Office to the newly elected Board Members, Mrs. Nancy Helbourg and Mrs. Lisa Mezik.

1. **ELECTION OF OFFICERS**

Mrs. Palmiere called for nominations for the position of President. Motion made by Mrs. Chabala, seconded by Mrs. Chirico to nominate Mrs. Sue Salny as Board President. Motion by Mrs. Brookes, seconded by Mrs. Maluszczak to close nominations. No other nominations being made, Mrs. Palmiere, acting as Temporary Chairperson, called for a vote.

Roll Call Vote on nomination of Mrs. Sue Salny for Board President, Mrs. Salny abstained, roll call vote all remaining members of the Board of Education, voting yes, motion so carried. The Temporary Chairperson declared that Mrs. Salny is duly elected to the Office of President of the Board of Education for the ensuing year.

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

Mrs. Salny called for nominations for the position of Vice President. Motion made by Mrs. Chirico, seconded by Mrs. Brookes to nominate Mrs. Maluszczak as Vice President. Motion by Mrs. Chabala seconded by Mrs. Brookes to close nominations. No other nominations being made, Mrs. Salny called for a vote.

Roll Call Vote for Mrs. Maluszczak as Vice President, Mrs. Maluszczak abstained, roll call vote all remaining members of the Board of Education, voting yes, motion so carried. Mrs. Maluszczak is duly elected to the Office of Vice President of the Board of Education for the ensuing year.

Motion by Mrs. Chabala, seconded by Mrs. Chirico to approve the following recommendations, as amended.

2. **BOARD MEETING LOCATION**
Designate the Copeland Middle School as the official meeting place for the Board of Education.

DESIGNATION DATES/TIMES OF MONTHLY BOARD MEETINGS
6:00 PM Public Session, immediately into Executive Session and reconvene at 7:30 PM for Public Session:

January 3* & 24, 2018
February 7 & 21, 2018
March 7 & 21, 2018
April 11 & 25, 2018
May 9 & 23, 2018
June 13 & 27, 2018
July 11 & 25, 2018
August 15 & 29, 2018
September 5 & 26, 2018
October 10 & 24, 2018
November 14 & 28, 2018
December 12, 2018
January 2, 2019**

*Reorganization
** Reorganization

3. **Be It Resolved** the Rockaway Township Board of Education reaffirms the New Jersey School Board Member Code of Ethics (see attached), for the 2018-2019 school year.

4. **Be It Resolved** the Rockaway Township Board of Education reaffirms the use of Roberts Rules for parliamentary procedures for the 2018-2019 school year.

Motion by Mrs. Chabala, seconded by Mrs. Maluszczak 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 congratulated the new board members and commented on the 11/29 SEPAC meeting.
A member of the public also congratulated the new board members and commented on Running Screamagers and that RTEA would like to donate a performance of Reverse the Trend Now.org

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

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

COMMUNICATIONS
The following correspondence was received for the Board since the last regular meeting:
Bria Spotts Re: Thank you

Correspondence

APPROVE MINUTES

Motion by Mrs. Chirico, seconded by Mrs. Maluszczak to approve the minutes of December 6, 2017.

Roll Call Vote on above, Mrs. Brookes, Mrs. Helbourg and Mrs. Mezik abstained, all remaining present voting yes, motion so carried.

The following information was presented by the Superintendent in his report:
Dr. McGann report there were 3 new HIB investigations Case #155 as unconfirmed, Case #156 as confirmed, and Case #157 as unconfirmed.

Motion by Mrs. Brookes, seconded by Mrs. Chabala to affirm HIB Case #154 as unconfirmed.

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

Dr. McGann presented the following:

- Planned a 2 hour delay for 1/4/18.
- Congratulations to the following staff members who were selected as Teacher of the Year at their respective schools:
  Birchwood - Joyce Schulze
  Dwyer - Nicole DeFilippo
  Copeland MS - Jennifer Berta
  DBO - Deborah Cramer
  KDM - Donna Zirkel
  Stony Brook - Karen Yacavino
- They will be invited to an upcoming BOE meeting to be announced and recognized.

2. Informational Items:
   Field Trips – December

The following information was presented by the Business Administrator 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. Maluszczak, 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 Pay to Play Program, to be held at the Katharine D. Malone School, for the 2017-2018 school year. The rate of pay is as following:

   a. Clubs that meet once per week - $350.00 per quarter.
   b. Clubs that meet twice per week - $650.00 per quarter.
   c. Clubs that meet three times per week - $950.00 per quarter.

2. **Employment/Substitute Teachers**
   Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2017-2018 school year:

Megan Fernandez Rockaway, NJ	County College of Morris, NJ (AS) (Sub Nurse) Certification: County Effective Date: January 4, 2018
Michelle Hartsuiker Rockaway, NJ	William Paterson State University, NJ (BA) Certification: County Effective Date: January 4, 2018
Raymond Hogrelius Rockaway, NJ	County College of Morris, NJ (AS) Certification: County Effective Date: January 4, 2018

Jessica Patton Rockaway, NJ	Queens College, NY (BA) Certification: County Effective Date: January 4, 2018
Lynn Wood Dover, NJ	Florida Atlantic University, FL (BA) Certification: County Effective Date: January 4, 2018

3. **Extended Leave of Absence**

Approve an extended leave of absence for Ann Kerin, a full-time School Counselor, at the Catherine A. Dwyer School, without pay, under the New Jersey Twelve Week Family Leave Act, effective January 2, 2018 through January 19, 2018. (Mrs. Kerin is expected to return to work on January 22, 2018).

4. **Increase in Hours**

Approve the increase in hours for Claudine Porracchio, a part-time School Social Worker for the Copeland Middle and Stony Brook Schools, from 19.50 hours per week to 25 hours per week, effective January 3, 2018 through June 30, 2018. The annual prorated salary will be $44,036.00 (MA Step 1).

5. **Leave of Absence**

Approve a leave of absence for Vanessa Waxman, a full-time Instructional Coach/District General and Special Education Support Technologist, at the Copeland Middle School, with pay, effective March 1, 2018 through April 27, 2018, the leave will continue, without pay, under the New Jersey Twelve Week Family Leave Act, effective April 30, 2018 through June 30, 2018. (Mrs. Waxman is expected to return to work on July 1, 2018).

6. **Leave Replacement Assignment**

Approve a leave replacement assignment for Deanna DePetris, replacing Cynthia Dodge, a full-time Grade 6 Language Arts Teacher, at the Copeland Middle School, effective January 4, 2018 through June 22, 2018. The rate of pay is $150.00 per diem

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

Employment

Approve the employment of Jerelyn Rutzler, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, at the Copeland Middle School, effective January 4, 2018 through June 30, 2018. The rate of pay will be $17.35 (Step 1) per hour. (Mrs. Rutzler is replacing Mr. Wooster).

Resignation

Approve the resignation of Susan Gaeb, a full-time special education staff assistant, at the Katharine D. Malone School, effective January 8, 2018.

Approve the resignation of Robert Santoro, a part-time special education staff assistant, at the Copeland Middle School, effective December 25, 2017.

Revised Leave of Absence

Approve a revised leave of absence for Oscar DeLeon, a full-time Custodian, at the Central Office, with pay, effective October 16, 2017 through November 14, 2017, the leave will continue, without pay, under the New Jersey Twelve Week Family Medical Leave Act, effective November 15, 2017 through January 1, 2018. (Mr. DeLeon is expected to return to work on January 2, 2018).

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

Curriculum/Instruction

none

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

1. **OFFICIAL NEWSPAPERS**
Designate the Daily Record and Star Ledger as the official newspapers of the Rockaway Township Board of Education for the 2018-2019 school year.

2. **BOARD MANUALS**
Reaffirm adoption of the following Board Manuals effective January 3, 2018:

Policy Manual
Standard Operating Manual

Out of District Placement-2017-2018 School Year

3. Authorize student in the following out-of-district placement for the 2017-2018 School Year:

Student	School	Location	Tuition Rate
#1015	West Milford Twp. BOE	West Milford	$86.07 per diem from 9/7/17 to 10/16/17 in the amount of $2,323.87

NCLB Grant

4. Approve salary and stipends funded with NCLB FY17-18 Grant as follows:

TEACHER	GRADE/POSITION	LOCATION	STIPEND/ SALARY	% FUNDED
Kimberly Steimke	Title III ESL Tutor	Denville	$41.21 Hr	100% Title III
Brianna Thomas	Title I After School Tchr Sub	BW/CAD/DBO	$46.43/$45.24 HR	100% Title I

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

Teq NAO Robot

5. Motion to approve the RTEF to provide the funding for a NAO robot for the implementation of a coding/robotics program in the Tech Ed curriculum in the elementary schools. The Tech Ed teachers will receive one day of professional development. The software used to code the robot can/will be downloaded onto computers in all schools. The robot will be rotated among the schools to be used during Tech Ed classes.

Board Attorney

6. Motion to approve the continuation of Nathanya G. Simon as Board Counsel with ner new firm of Scarinci Hollenbeck, per the same terms and rates of current retainer.

No Public comment.

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

- Presentation from RTEF- Ms. Harlan & Dr. Monchar explained the Teq NAO Robot and presented a check in the amount of $8,500.00 for the project. Thank you to the Rockaway Township Educational Foundation for your support.

Finance
Motion made by Mrs. Chabala, seconded by Mrs. Chirico 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.

Financial Reports/Bills

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 November 30, 2017, 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 November 30, 2017.

Authorize November account transfers as submitted.

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.

Stony Brook Project

3. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Rockaway Township Board of Education, in the County of Morris, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Boiler, UV, and Window Replacements at Stony Brook Elementary School" to serve as an application to the office of School Facilities; and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Capital Reserve Account.

No Public comment

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

Policy

None

Old Business

- Mrs. Maluszczak commented that the Emergency Management meeting that Mr. McGovern conducted with the police was excellent and only additional 3 parents attended; and a synopsis should be made available for the Board and if possible a board meeting presentation.
- Superintendent Search timeline to be set up by next meeting.
- Mrs. Brookes commented on the fact that the PTA's got kids involved in giving back to the community over the break, and wanted to thank them for their efforts.
- Mrs. Salny asked about progress on the "Stop the Bleed" first aid program.

New Business

- Mrs. Mezik commented that the music programs at the elementary schools have gifted teachers.
- Mrs. Chabala commented that that she attended the Middle school concert, and feels that we have one of the finest music programs in the area.
- Mrs. Salny commented that the 2018-19 school calendar is being drafted.

No Public comment.

Motion made by Mrs. Chabala, seconded by Mrs. Brookes that the meeting stand adjourned at 8:20 PM. and to return to Executive Session for personnel issues.

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

Motion made by Mrs. Chabala, seconded by Mrs. Mezik that the meeting stand adjourned at 10:00 PM.

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary