REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
November 6, 2013

The Rockaway Township Board of Education held a regular meeting on Wednesday, November 6, 2013, 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: Mrs. Chabala, Dr. Friedberger, Dr. Kurland, Mrs. Maluszczak, Mr. Puzio, Mrs. Salny, and Mr. Giarratano.

Motion by Mrs. Maluszczak, seconded by Dr. Friedberger 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 Mr. Puzio, seconded by Mrs. Chabala 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. Puzio, seconded by Mrs. Chabala that the closed session meeting stand adjourned at 7:33 PM
Roll Call Vote, all present voting yes, motion so carried.

The Public Meeting reconvened at 7:35 PM. Present were 24 visitors and no members of the press.

Mr. Giarratano reopened the regular business meeting of the Board with the Pledge of Allegiance and he reported on the elections as follows:

REPORT OF ELECTION / November 5, 2013

Candidates for three years:	**TOTAL***
Susan Shanik Salny	**2,094**
Nancy Chirico	**2,007**
David S. Press	**1,682**
Rachael Brookes	**1,540**
Fred West	**1,483**
Michael Wieczerzak	**778**

* Preliminary results

Motion by Mrs. Salny, seconded by Mr. Puzio to open the public session of the meeting.

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

There was no Public comment this evening.

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

Kristen J. Silvestri	Re: Bus Stop
Michele Di Sanza	Re: Strategic Planning Meeting
Pastor Cameron L. Baker, Sr.	Re: Grace Church Thank You
Deirdre Garie	Re: Mt. Pleasant School Building 100 Years Celebration
Heather Schweizer	Re: Coordination of School Calendars
Parental Concern	Re: Confidential

APPROVE MINUTES — **Minutes**

Motion made by Mrs. Salny, seconded by Dr. Friedberger to approve the minutes of October 2, 9, 16 and 30, 2013.

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

The following information was presented by the Superintendent in her report: — **Supt Report**

Four new HIB cases #60, 61, 62 and 63 as unconfirmed.

Two Parent Academies, November 13th and November 19th.

Informational Items:

- Enrollment – October
- Evacuation Drills – October
- Stony Brook Outlook – October
- Field Trip Report – October

The following was presented by the Business Administrator in her report: — **BA Report**

Mrs. Palmiere gave a report on gasoline vs. diesel school buses.

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 Mrs. Maluszczak to approve the following personnel recommendations.

1. **Employment** — **Employment**

   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 2013-2014 school year.

   Explanation: These are "Pay-to-Play" programs.

   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 2013-2014 school year.

   Explanation: These are activities that are paid by the Board per the contract.

   Approve the employment of the certificated staff members indicated on the attached lists to be Chaperones, on an "as needed" basis, for evening activities at the Copeland Middle School, for the 2013-2014 school year. The rate of pay is $44.00 per hour.

   Approve the employment of Susan Harris, as a Home Instructor, on an "as needed" basis, for the 2013-2014 school year. The rate of pay is $44.00 per hour.

2. **Employment/Substitute Teachers** — **Employ Subs**

Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2013-2014 school year

Amanda DiScala Rockaway, NJ	University of Scranton, PA (BS) Certification: State Effective Date: November 7, 2013
Michele Elmo Rockaway, NJ	Berkeley College, NJ (BS) Certification: County Effective Date: November 7, 2013
Barbara Katz Rockaway, NJ	University of Hartford, CT (BS) Certification: State Effective Date: November 7, 2013
Nicole List Kenvil, NJ	Centenary College, NJ (BA) Certification: State Effective Date: November 7, 2013
Lucretia DiMartino-Rotella Denville, NJ	County College of Morris, NJ (AAS) (Sub Nurse) Certification: County Effective Date: November 7, 2013
Lorraine Wyble Kinnelon, NJ	County College of Morris, NJ (AAS) (Sub Nurse) Certification: County Effective Date: November 7, 2013
Fawn Zwickel Rockaway, NJ	University of Bridgeport, CT (BS) Certification: County Effective Date: November 7, 2013

3. **Extended Leave of Absence** — **Extended Leave**

Approve an extended leave of absence for Cynthia Dodge, a full-time Grade 6 Language Arts Teacher at the Copeland Middle School, without pay, effective December 12, 2013 through April 1, 2014. (Mrs. Dodge is expected to return to work on April 2, 2014).

4. **Leave of Absence** — **Leave**

Approve the leave of absence for Cherry Wnek, a full-time Grade 3 Teacher, at the Dennis B. O'Brien School, with pay, effective October 17, 2013 through October 28, 2013. (Mrs. Wnek will begin her maternity leave effective October 29, 2013).

5. **Resignations** — **Resignations**

Approve the resignation, due to retirement, of Linda Passannante, a full-time Grade 1, 2 and 3 Learning/Language Disabled Teacher, at the Birchwood School, effective January 1, 2014.

Approve the resignation, due to retirement, of Sandra Struble, a full-time Grade 4 Teacher, at the Catherine A. Dwyer School, effective March 1, 2014.

6. **Revised Leave Replacement Assignments** — **Revised Leave Replacement**

Approve the revised leave replacement assignment for Pam Melyan-Bratton, replacing Kimberly Landers, a full-time Grade 3 Inclusion Teacher, at the Dennis B. O'Brien School, effective October 21, 2013 through March 14, 2014. The rate of pay is $150.00 per diem.

Approve the revised leave replacement assignment for Deborah Martin, replacing Cherry Wnek, a full-time Grade 3 Teacher, at the Dennis B. O'Brien School, effective October 21, 2013 through April 9, 2014. The rate of pay is $150.00
per diem.

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

Employment

Employment

Approve the employment of the non-certificated staff members indicated on the attached list for working the After School Programs held at the Copeland Middle School, to assist special education students, on an "as needed" basis, for the 2013-2014 school year. The rate of pay is $20.00 per hour.

Approve the employment of the non-certificated staff members indicated on the attached list to be Chaperones, on an "as needed" basis for evening activities at the Copeland Middle School, for the 2013-2014 school year. The rate of pay is $20.00 per hour.

Job Reassignments

Job Reassignments

Approve the job reassignment of Alvaro Gomez, from a substitute custodian on an "as needed" basis, for the district to a full-time Floating Night Custodian for the district, effective November 1, 2013 through June 30, 2014. (Mr. Gomez is replacing Mrs. Fossum). The annual prorated salary will be:

Base Prorated Salary (Custodian Step 1)	$35,800.00
Boiler License Prorated Stipend	1,250.00
Night Differential Prorated Stipend	800.00
Total Prorated Salary	$37,850.00

Approve the job reassignment for Joseph Grasso, a Substitute "as needed" basis Bus Driver for the Transportation Department to a contractual Bus Driver for the Transportation Department, effective December 1, 2013 through June 30, 2014. The annual prorated salary will be $12, 617.00. (Mr. Grasso is replacing Mrs. Cheval).

Resignation

Resignation

Approve the resignation of Lisa Gangala, a part-time Staff Assistant, per the student's IEP, at the Copeland Middle School, effective November 1, 2013.

Salary Adjustment/Contract Rider

Salary Adjustment

Approve the salary adjustment for the Bus Driver listed below effective December 1, 2013:

	From	To
Pamela Krachun	$30,608.00	$31,440.00

Explanation: ***Due to additional routes/times added to routes.***

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

Curriculum/Instruction

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

1. Approve the QSAC Statement of Assurance for the 2013-2014 school year.

QSAC

Explanation: As per the New Jersey Department of Education.

Workshop Hrs

2. Approve Deborah Cramer to present a series of three workshops for the Family Outreach Program on October 24, 2103, January 23, 2014 and March 27, 2014, the topic of "Overview of Dyslexia and Multi-Sensory Reading Approaches," for a total of 4.5 hours each or 13.5 hours total, at the current contractual rate.

Explanation: To present workshops at three meetings of the Family Outreach Program.

Academy for Child Related Careers

3. Approve the following students from the Academy for Child Related Careers at Morris County School of Technology in Denville, to observe a variety of various educational settings. The students in this program are interested in becoming teachers. The observation would be for one afternoon from approximately 12:30 PM-2:15 PM at the Copeland Middle School.

Hannah S. Arntzen	Maria A. Phoenix
Cynthia N. Cipoletti,	Claudia E. Sanchez
Haleigh S. DePalma	Claudia V. Shaffer,
Kathryn P. Garafano	Madison L. Speroni
Grace K. Hoos	Natasha V. Tenreiro
Anne L. Jacobs	Kaitlyn I. Terrone
Ashley T. Nichols	

Explanation: 21st Century College & Career Readiness.

Student Teachers

4. Approve Kelly Stites, Bloomfield University, for 10 hours of observations for the Fall Semester.

Explanation: Requirement for degree.

5. Approve Elissa Weinberger, Montclair State University, for observations for the Fall Semester.

Explanation: Requirement for Degree

6. Approve the following Montclair State University students, for observations for the spring semester: Alecia Piso, Alexandra Major and Courtney Cholminski.

Explanation: Requirement for degree.

NCLB Stipends

7. Approve salary and stipends funded with NCLB FY13-14 Grant as follows:

TEACHER	GRADE/POSITION	LOCATION	STIPEND/ SALARY	% FUNDED
Jessica Gutwein	Title I After School Teacher (3 days)	CMS	$2,850.00 (3 QTR)	100% Title I
Caryl Beyrent	Title I After School Teacher (3 days)	CMS	$2,850.00 (3 QTR)	100% Title I
Robin Williams	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Rachel Isler	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Marie Varcadipane	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Ashley DeCicco	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Debra Savage	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Anthony Leana	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Susan Harris	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Michelle Oliveira	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Theresa Chapman	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Penny Zitomer	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Kathleen Clark	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Debra Katcher	Title I After School Teacher (1day of 3)	CMS	$ 950.00 (3 QTR)	100% Title I
Diane Cooper	Title I After School Tchr Sub	CMS	$ 45.24	100% Title I
Michelle Oliveira	Title I After School Tchr Sub	CMS	$ 45.24	100% Title I
Stephanie McCabe	Title I After School Tchr Sub	CMS	$ 45.24	100% Title I
Geraldine Collins	Title I After School Tchr Sub	CMS	$ 45.24	100% Title I
Amy Olsen	Title I After School IEP Aide (2 days)	CMS	$ 20.00 pr hr	100% Title I
Deborah Fremeth	Title I After School IEP Aide (1 day)	CMS	$ 20.00 pr hr	100% Title I
Lori Leana	Title I After School Clerk (3 days)	CMS	$ 960.00 (3 QTR)	100% Title I
Barbara McFadden	Title III Family Literacy Teacher	CAD	$ 44.00 per hr	100% Title III
Bryon Pinajan	Title III Family Literacy Teacher	CAD	$ 44.00 per hr	100% Title III

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

MAC Clubs

8. Approve following teachers to instruct at MAC Afterschool Clubs on various days from November 5, 2013 to December 19, 2013:

Teacher	Club	Stipend
Gregory Zinberg (7 days)	BW - Legos	$350.00
Terry Suleski (14days)	BW - Legos	$650.00
Shauna Lezak (7 days)	DBO - Legos	$350.00
Meredith Webb (7 days)	DBO - Legos	$350.00
Daryl Behm (7 days)	DBO – Clay	$350.00
Patricia Glikman (10 days)	KDM - Homework	$500.00
Dawn Frauenpreis (11 days)	KDM - Homework	$550.00

Explanation: To be paid with Municipal Alliance Committee Grant (MAC).

Grant Writing Stipend

9. Approve a $220.00 grant-writing stipend, to be split between June Beck and Kirsten Insinga, for a proposal they submitted to BASF.

Explanation: BASF awarded their proposal a $5000.00 grant, which will be used to rebuild a school garden at Katharine D. Malone School.

CEP Plan

10. Approve the Comprehensive Equity Plan Annual Statement of Assurance for the 2013-2014 school year, as per N.J.A.C. 6a-3.1(a)1.

Explanation: As per the New Jersey Department of Education.

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

Administration

CAFR & CAP

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

1. Accept the 2013 Comprehensive Annual Financial Report (C.A.F.R.) and Report of the Auditor as submitted:

    1. Administrative Practices and Procedures
       None
    2. Financial Planning, Accounting and Reporting
       None
    3. School Purchasing Program
       None
    4. School Food Service
       None
    5. Student Body Activities
       A. All Enrichment and Student Activity Funds are turned over the Business Office within forty-eight hours of receipt.
    6. Application for State School Aid
       None
    7. Pupil Transportation
       None
    8. Facilities and Capital Assets
       None
    9. Status of Prior Year's Findings/Recommendations
       None

Further, the Board authorizes implementation of the Corrective Action Plan and submission to the County Superintendent as follows:

RECOMMENDATION NUMBER	CORRECTION ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION
5 – B	All Enrichment and Student Activity Funds are turned over to the Business Office within forty-eight hours of receipt	Schools will send funds to the Business Office as soon as they are received	Business Administrator/ Board Secretary, School Principals and School Secretaries

2. Approve participation in the Morris County Internet Consortium for the 2013-2014 school year, at a cost of $14,858.50.

Explanation: District Internet provider.

Sp Ed Placement

3. Authorize student #419 in the following out-of-district placement for the 2013-2014 school year, effective November 11, 2013:

School	**Tuition Rate**
Montgomery Academy, Basking Ridge	$51,931.80 or $288.51 per diem

Ed Svcs Transport

4. Authorize Educational Service Commission of Morris County to transport the following Rockaway Township out-of-district student for the 2013-2014 school year:

Student #419 Montgomery Academy, Basking Ridge

Explanation: More cost effective for Ed Services to transport student than the district.

Revised Tuition Rates 2013-2014

5. Approve the revised special education tuition rates for the 2013-2014 school year, as per the attached.

Explanation: To add rates for evaluations.

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

Finance

Motion made by Mrs. Chabala, seconded by Mrs. Salny 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.

Revised Treasurer's Rept June, July, Aug

2. Approve the revised June, July, August and September Report of the Treasurer, as per auditing adjustments.

3. Approve the revised June Report of the Board Secretary, as per auditing adjustments.

Donation

4. Accept a free donation of 8 EpiPens/EpiPen Jrs 2-Paks from Mylan Specialty's EpiPen® (ephinephrine) Auto-Injectors EpiPen4Schools™ Program to the Rockaway Township Board of Education.

   Explanation: School Nurses applied to the program which was created to allow qualified schools to obtain EpiPen Auto-Injectors at no cost.

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

Policy

Policy

Motion made by Mrs. Chabala, seconded by Mrs. Maluszczak to approve the following policy recommendations.

1. Approve the first reading of the following policy:

   5112 - Harassment, Intimidation and Bullying

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

Old Business

Old Business

Mrs. Chabala questioned when the new website will be completed.

Dr. Friedberger reported the RTSAAC will be receiving approximately $600, 15% of sales, from their Dine to Donate Night at The Barn. The support of the community is appreciated and a drug free community component should be in the Strategic Plan.

Election Day Update – Thank you to the Rockaway Township Police Department for their support at the with traffic control on Election Day. In the future, if schools will be polling places, the District should consider closing school on Election Day.

New Business

New Business

Special Education Committee next meeting date Tuesday, November 12th at 6:00 PM CMS Faculty Room.

The Irish American Club on Richard Mine Road is hosting a 100 year old Birthday Party for their building, former Board of Education Offices, and invites the community to attend on November 16th.

Due to the lack of poor facilitation it was recommended that the District do the third Strategic Plan Night and ask for a reimbursement from New Jersey School Boards Association.

Copeland Middle School report cards will be available online.

Adjournment

Motion made by Mrs. Chabala, seconded by Dr. Kurland that the meeting stand adjourned at 9:50PM.

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary