REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
June 13, 2018

The Rockaway Township Board of Education held a regular meeting on Wednesday, June 13, 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.

Mrs. Chabala was absent.

Also present were, Jacqueline Storts, Acting Superintendent of Schools and Nathanya Simon, Board Attorney (7:30-8:30).

Motion by Mrs.Chirico, seconded by Mrs. Maluszczak 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. Helbourg, seconded by Mrs. Brookes 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. Helbourg that the closed session meeting stands adjourned at 7:28 PM Roll Call Vote, all present voting yes, motion so carried.

The Public Meeting reconvened at 7:31 PM. Present were approximately 100 visitors and one member of the press.

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

PRESENTATIONS

1. **PTA Presidents**
2. **Retirement Clocks**
3. **Transportation Safety Awards**
   Refreshments
4. **NJ School Boards presentation**

Motion by Chirico, 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 community discussed the Tri-County Fair.
- A member of the community commented on recent Board actions.
- A member of the community commented on the social media policy presentation.

Motion by Mrs. Maluszczak, seconded by 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:

Larissa Smith	Re: Birchwood Principal Interview Committee
Chris Marangon	Re: DBO Spring Concert and Art Show
Michelle Beneduce	Re: Transportation Safety for Class Trips
Robyn Grodsky	Re: Regarding the BOE Meeting 5/23
Anonymous	Re: Letter
Stephen Nickoley	Re: Tri-County Fair
Mr. & Mrs. Akcey	Re: Student letter
Anthony Lusardi	Re: Permission to video tape meeting

APPROVE MINUTES

Motion by Mrs. Brookes, seconded by Mrs. Chirico to approve the minutes of May 23, 2018.

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

The following information was presented by the Acting Superintendent in her report:

Mrs. Storts report there were five new HIB investigations Case #182 as confirmed, Case #183 as unconfirmed, Case #184 as unconfirmed, Case #185 as unconfirmed, and Case #186 as unconfirmed.

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to affirm HIB Case #176 as unconfirmed.
Roll Call Vote on above, Mrs. Mezik voted no, all remaining present voting yes, motion so carried.

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to affirm HIB Case #177 as confirmed.
Roll Call Vote on above, Mrs. Mezik voted no, all remaining present voting yes, motion so carried.

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to affirm HIB Case #178 as confirmed.
Roll Call Vote on above, all present voting yes, motion so carried.

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to affirm HIB Case #179 as unconfirmed.
Roll Call Vote on above, all present voting yes, motion so carried.

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to affirm HIB Case #180 as unconfirmed.
Roll Call Vote on above, all present voting yes, motion so carried.

Motion by Mrs. Helbourg, seconded by Mrs. Chirico to affirm HIB Case #181 as confirmed.
Roll Call Vote on above, all present voting yes, motion so carried.

Ms. Storts reported on the Birchwood School sewage situation and the excellent response from the Administration and Staff in handling the situation.

2. Informational Items:
   - Enrollment
   - Field Trips for Approval
   - Evacuation Drill Report
   - Nurses Report

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

- The district is in the process of selling SREC's-401 @ $237.87each for a total of $95,385.87.
- The district is "going green" by purchasing floor cleaning machines that don't use chemicals.
- The district will install hand dryers and light sensors for Copeland.
- The district is purchasing a gym floor scrubber machine that will allow the job to be done in house at a substantial annual savings.

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

- Ms. Spotts reported on the Rockaway Arts Program – art shows, concerts, etc.

Committee Reports

The Operations Committee reported on the end of the 2017-18 school year purchases:

- Floor machines
- Scrubbers
- Technology
- Computers/Switches
- Labs with furniture
- Cafeteria tables
- LED Sign repair
- Tire Balancer for trucks
- Diesel Pump

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. Brookes, seconded by Mrs. Chirico to separate out the following personnel recommendation 5.b .

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

1. **Employment**

Approve the employment of the following staff members to attend 2018 summer Child Study Team meetings, on an as needed basis. Attendance at Identification Meetings (planning evaluation meetings) and Eligibility Conferences/IEP Meetings (counted as one meeting when held back to back on the same day) will be paid at the rate of $90.00 for the first meeting attended on any given day and $30.00 for any subsequent meetings on the same day.

Lynn Caggiano
Samantha Kopp
Carly Sambrato
Tara Toohey

Explanation: The NJ Administrative Code (6A: 14-2.3(k)(2) requires meetings.

Approve the employment of the following staff to complete the related service providers schedules for the 2018 ESY, not to exceed 10 hours for each. The rate of pay will be $46.00 per hour.

Linda Fernandez
Marjory Hansen

Explanation: Staff needed to schedule students' related services for ESY.

Approve the employment of the instructors and courses for the 2018 ESY Summer Program as per the attached revised list.

2. **Leave of Absence**

Approve a leave of absence for Rosemary Heath, a full-time Grade 6 Special Education Teacher, at the Copeland Middle School, with pay, effective June 6, 2018 through June 22, 2018. (Mrs. Heath is expected to return to work on August 29, 2018).

Approve a leave of absence for Yin Lam, a full-time School Psychologist, at the Birchwood and Dennis B. O'Brien Schools, with pay, effective May 29, 2018 through June 21, 2018. (Mrs. Lam is expected to return to work on June 22, 2018).

Approve a leave of absence for Marissa Reilly, a full-time Resource Room Teacher, at

the Birchwood School, with pay, effective August 29, 2018 through September 14, 2018, the leave will continue, without pay, under the New Jersey Twelve Week Family Leave Act, effective September 17, 2018 through December 7, 2018. (Mrs. Reilly is expected to return to work on December 10, 2018).

Approve a leave of absence for Lisa Solomon, a full-time Resource Room Teacher, at the Katharine D. Malone School, with pay, effective June 1, 2018 through June 22, 2018. (Mrs. Solomon is expected to return to work on August 29, 2018).

3. **Leave Replacement Assignment**

Approve an extended leave replacement assignment for Ryan Lausch, replacing Carole Abilo, a full-time Grade 5 Teacher, at the Birchwood School, effective June 4, 2018 through June 22, 2018. The rate of pay is $150.00 per diem.

4. **Resignation**

Approve the resignation, of Christina Vetere, a full-time Grade 8 Language Arts Teacher, at the Copeland Middle School, effective July 1, 2018.

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

Employment

a. Approve the employment of Thomas Bohm, as a Temporary Summer Maintenance Worker for the Buildings and Grounds Department, effective June 25, 2018 through August 31, 2018. The rate of pay is $11.00 per hour.

c. Approve the employment of Jean Paul Montano Godoy, as a Temporary Summer Maintenance Worker for the Buildings and Grounds Department, effective June 25, 2018 through August 31, 2018. The rate of pay is $11.00 per hour.

d. Approve the employment of Zachary Russell, as a Temporary Summer Maintenance Worker for the Buildings and Grounds Department, effective June 25, 2018 through August 31, 2018. The rate of pay is $11.00 per hour.

Extended Leave of Absence

Approve an extended leave of absence for Sue Stanulis, a full-time Special Education Staff Assistant, at the Katharine D. Malone School, without pay, under the Federal Medical Leave Act, effective May 21, 2018 through June 8, 2018. (Mrs. Stanulis is expected to return to work on June 11, 2018).

Resignation

Approve the resignation, of Cinnamon Lenahan, a full-time Special Education Staff Assistant, at the Copeland Middle School, effective June 11, 2018.

Approve the resignation, of Jerelyn Rutzler, a part-time Special Education Staff Assistant, at the Copeland Middle School, effective June 7, 2018.

Approve the resignation, of Kristie Williams, a part-time Special Education Staff Assistant, at the Copeland Middle School, effective July 1, 2018.

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

Motion made by Mrs. Helbourg, seconded by Mrs. Chirico to approve the following personnel recommendation.

b. Approve the employment of Ryan Gallagher, as a Temporary Summer Maintenance Worker for the Buildings and Grounds Department, effective June 25, 2018 through August 31, 2018. The rate of pay is $11.00 per hour.

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

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

Art Curriculum

1. Approve the revised Art Curriculum, Grades 6-8.

Explanation: As aligned to the 2015 NJ Core Curriculum Content Standards

Gifted and Talented Curriculum

2. Approve the following Curriculum Committee members to write the new curricula indicated below, at $500 each, per the current RTEA contracted rate. The new curricula are to be written in preparation for implementation in September.

Committee Member	Curriculum
Kelly McEvoy	Gifted & Talented, Gr. 6
Kelly McEvoy	Gifted & Talented, Gr. 7
Kelly McEvoy	Gifted & Talented, Gr. 8

Mrs. Chirico asked for an explanation of the program.

Student Internship

3. Approve the following Morris Hills Regional District student, participating in the Morris Hills/Morris Knolls Student Internship Program (G&T) during the 2018-19 school year:

Student	School	Teacher
Hannah Ferguson	C. A. Dwyer	Judith Aron

Explanation: Purpose of the internship program is to have students observe and lean about education from their cooperating teacher.

No Public comment.

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

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

SEPAC Meeting

1. Approve Debbie Cramer to present a workshop at a SEPAC meeting in June, 2018 on the topic, "Hands on Strategies for Parents to Help Struggling Readers at Home". Rate of pay is per contractual rate of pay for no more than 3 hours.

Explanation: Workshop presentation for parents.

Handle with Care Training

2. Approve the following staff members to meet during the summer of 2018, for up to 12 hours, to discuss and plan for Handle with Care training for the 2018/2019 school year.

Elizabeth Adams
Scott Buckley
Natalia Hubisz

Explanation: Preparation for the upcoming school year

Mrs. Maluszczak asked Mrs. Storts to talk about the Handle with Care program.

Crisis Team

3. Approve the following Crisis Team staff members to meet during the summer of 2018, for up to 12 hours, to discuss and plan for Risk Assessment training for the 2018/2019 school year.

Samantha Evans
Sonya Patel
Angelica Russo

Explanation: Preparation for the upcoming school year

No Public comment.

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

Administration

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

American National Red Cross Agreement

1. Authorize an agreement with the Morris Area Chapter of the American National Red Cross for use of Rockaway Township Board of Education facilities as Mass Care Shelters for the 2018-2019 school year.

Explanation: Agreement between Rockaway Township and the Board of Education that school facilities may be used for shelter by the Red Cross during times of emergency.

St. Clement Pope and Martyr Church Agreement

2. Authorize agreement between St. Clement Pope and Martyr Church and Rockaway Township Board of Education for use of Connery Hall (Parish Center) as an emergency care shelter for the 2018-2019 school year.

Explanation: The Board of Education will house, during school hours, students/staff in times
of emergency at St. Clement's parish hall.

Dial A Ride

3. Authorize intergovernmental joint services agreement with Rockaway Township to provide, as needed, Dial-A-Ride, Recreation and Senior Citizen transportation vehicles for the 2018-2019 school year.

Explanation: Annual shared services agreement with Rockaway Township to periodically use our vehicles.

Epi-Pen Donation

4. A sincere thank you and motion to accept the donation of 6 Epi-pens and 5 Epi-pen Jrs. from Marcus Lizaso and Mylan Specialty L.P.

Eye Exams

5. A thank you to the Rockaway Township Lions Club for assistance with eye exams and glasses for needy students.

DBO

Garden Donations #2

6. Thank you and motion to accept the generous donations towards the DBO garden from the following:
   - Plant Detectives - donation of plants and flowers
   - Williams Family - donation of a leaf blower
   - Costco, Wharton - donation of a $25 gift card
   - Sue Marositz - donation of a shelving unit

- Castellano Family - donation of miscellaneous tools, decorations and seeds
- Genevieve and Alfred Reed - donation of a water feature and plants
- Ness Family - donation of gloves and miscellaneous tools
- Chris Marangon - flower pots and paving bricks
- Christine Hackney - donation of a flat of flowers
- Christine Henze - donation of a bird house
- Cindy Vittitow - donation of a shelving unit
- Cherry Wnek – Composter

Tuition Students ESY

7. Authorize acceptance of tuition students from another district into our 2018 Extend School Year Program:

Student #	BOE	Class Enrolled	Tuition Rate
#122	Dover	Autism Program	$3,456.00 + FT Aide @ $3,240.00
#1211	Fredon Township	Preschool Disabilities Program	$2,106.00 + FT Aide @ $3,240.00

Out of District Placements - ESY

8. Authorize students in the following out-of-district placements for the 2018 Extended School Year:

Student #	School	Location	Tuition Rate
#184	Garden Academy	West Orange	$18,142.50
#411	Lake Drive	Mt. Lakes	$6,595.00
#188	Lake Drive	Mt. Lakes	$6,420.00
#1919	Lake Drive	Mt. Lakes	$6,420.00 + Aide $4,260.00
#33	Limitless	Denville	$5,535.00 +1:1 Aide $2,295.00
#1013	Limitless	Denville	$5,535.00 +1:1 Aide $2,295.00
#82	Montgomery Academy	Basking Ridge	$6,771.40
#1923	Windsor Learning Center	Pompton Plains	$9,300.00

Out of District Placements-2018-2019 School Year

9. Authorize students in the following out-of-district placements for the 2018-2019 School Year:

Student	School	Location	Tuition Rate
#1013	Celebrate the Children	Denville	$72,846.00 + $27,000.00 for 1:1
#33	Celebrate the Children	Denville	$72,846.00 + $27,000.00 for 1:1
#126	Chapel Hill Academy	Lincoln Park	$61,029.00
#184	Garden Academy	West Orange	$108,855.00
#1919	Lake Drive	Mt. Lakes	$64,200.00 + $42,597.00 for 1:1,OT/PT/SP
#411	Lake Drive	Mt. Lakes	$65,950.00 + extra speech $950.00
#188	Lake Drive	Mt. Lakes	$64,200.00 + $42,597.00 for 1:1
#82	Montgomery Academy	Basking Ridge	$60,942.60
#31	Montgomery Academy	Basking Ridge	$60,942.60
#1923	Windsor Learning Center	Pompton Lakes	$55,800.00

Tuition Students -2018-19 School Year

10. Authorize acceptance of a tuition student from another district into our special education program for the 2018-2019 School Year:

Student	BOE	Class Enrolled	Tuition Rate
#122	Dover	Autism Program	$23, 000.00 + FT Aide & ½ hr S
#1211	Fredon Township	Preschool Disabilities Program	$23, 000.00 + FT Aide
#147	Newark Public	LLD	$16,629.00

	Schools			

Explanation: Speech will be billed at $65.00 per hr.

Itinerant Services

11. Authorize agreement with the Mountain Lakes Board of Education and the Rockaway Township Board of Education to provide Itinerant Teacher services for the Deaf for student #91 for the 2018/2019 school year, at a rate of $160.00 for 50 minutes per week for 10 months not to exceed $3,200.00.

Explanation: Rockaway Township Child Study Team does not provide this service.

Itinerant Services

12. Authorize agreement with the Mountain Lakes Board of Education and the Rockaway Township Board of Education to provide Itinerant Teacher services for the Deaf for student #1920 for the 2018/2019 school year, at a rate of $160.00 for 50 minutes per month for 10 months not to exceed $1,600.00.

Explanation: Rockaway Township Child Study Team does not provide this service.

Safety Grant

13. Motion to submit 2018 Safety Grant application New Jersey Schools Insurance Group for the 2018 Safety Grant in the amount of $22,300, to be used for security.

PAL Agreement

14. Approve the Rockaway Township Police Athletic League to use District school buses for the following:

DORNEY PARK- PAL 9AM	7/23/18
SOMERSET PATRIOTS BB - 5PM	8/4/18

Explanation: Annual agreement with the PAL to periodically use our vehicles (no bus driver cost involved).

ESEA GRANT

15. Approve an amendment of the ESEA FY 17-18 Grant. Amendment is made in order to make a fiscal change of more than 10% of the total allocation for the Title IV. It is allocated as per attached "Program Coordination & Budget Detail" pages, titles included:

Title IV $10,320.00

Explanation: Grant submission needs Board approval.

No Public comment.

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

Finance

Motion made by Mrs. Brookes, 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.

Capital Reserve

2. **WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Rockaway Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Rockaway Township Board of Education has determined that up to $4,500,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Rockaway Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Signs

3. Approve replacement of electronic message center signs for Copeland Middle School at a cost of $12,027.41 and Katharine D. Malone School at a cost of $12,027.41 from Custom Sign Source.

Tire Balancer

4. Approve purchase of tire balancer through Snap-On Industrial at a cost of $10,276.40.

Diesel Suction Pump

5. Approve purchase of enhanced capacity diesel suction pump through H.A. Fernot Co., Inc at a cost of $15,247.00.

Computer Lab Furniture

6. Approve purchase of computer lab furniture for DBO School through Krueger International State Contract # 85297, ESCNJ Contract #17/18-16 at a cost of $31,493.35.

Floor Scrubber Machine

7. Approve purchase of scrubber machine from Northeast Janitorial Supply, Inc. at a cost of $10,600.20 through MRESC # 15/16-44.

Tractor/Snow Broom/Salt Spreader

8. Approve purchase of Ventrac 4500 series tractor at a cost of $20,053.63 through MRESC # 15/16-08 plus Snow Broom $3819.30 and Salt Spreader $4,745.85.

Floor Machines(5)

9. Approve the purchase of 5 Floor Machines for Green Cleaning at a cost of $3,094.00 each from Atra under ESCNJ Bid 15/16-44.

Floor Machines(2)

10. Approve the purchase of 2 Floor Machines for Green Cleaning at a cost of $3,515.00 each from Tomar Industries.

No Public comment

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

Policy

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

recommendations.

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

P 1511 Board of Education Website Accessibility – New
P 5610 Suspension
R 5610 Suspension
P 7424 Bed Bugs – New

No Public comment.

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

Old Business
None.

New Business
- Mrs. Mezik attended three different concerts/art shows, was very impressed with the Art and Music programs in the district.
- Mrs. Salny and Mrs. Chirico agreed.
- Mrs. Mezik attended the citizenship breakfast this morning.
- Rockawawy Celebrity Day was attended by several board members.

Motion by Chirico, 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 community asked for clarification of time clocks.

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

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

Motion made by Mrs. Brookes, seconded by Mrs. Maluszczak that the meeting stands adjourned at 9:40 PM. and to return to Executive Session for Personnel issues.

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

Motion made by Mrs. Brookes, seconded by Mrs. Maluszczak that the meeting stands adjourned at 10:46 PM.

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

Respectfully submitted,

Donnamarie Palmiere
DONNAMARIE PALMIERE
Board Secretary