REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
November 20, 2019

The Rockaway Township Board of Education held a regular meeting on Wednesday, November 20, 2019, 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. Mezik, Mrs. Shields, Mrs. Smith, and Mrs. Salny.

Also present were Dr. Peter Turnamian, Superintendent of Schools, Mr. Patrick Higgins, Assistant Superintendent and Mr. Dennis McKeever, Board Attorney.

Motion by Mrs. Chirico, seconded by Mrs. Brookes to open the meeting.

Public announcement was read regarding the "Open Public Meeting Act." No Board Member objected to the conduct of the meeting as advertised.

Motion by Mrs. Brookes, seconded by Mrs. Shields to waive pledge salute, public announcement and public notice until the meeting is reopened.

Motion made by Mrs. Brookes, seconded by Mrs. Chirico 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. Shields 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 28 visitors and no members of the press.

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

UNOFFICIAL REPORT OF ELECTION / November 5, 2019

Candidates for three years:	**TOTAL**
Shelley C. Kurland	**1883**
Kristy Curelaru	**1925**
Aaron Tomasini	**2591**
Nancy Chirico	**1844**
Rachael Brookes	**2026**
Nicholas Wallwork	**1520**
Write in	**27**

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

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

None.

Motion by Mrs. Shields, seconded by Mrs. Brookes 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:

Jude Wallin	Re: Veterans Day Invitation
KDM	Re: TREP$ Marketplace
Bria Spots	Re: Music Events

APPROVE MINUTES

Motion by Mrs. Brookes seconded by Mrs. Chirico to approve the minutes of November 6, 2019.

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

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

I am pleased to share a fourth Class III Officer has been hired and is in the process of completing his training. Once he begins we will have filled four of the five openings we had at the start of the school year. I would like to thank our local police department for their partnership. They continue to be very supportive of our work.

We conducted our annual family conferences across our schools last week and I want to thank the community for such high rates of attendance at the conferences. We are better together and as a school community we are committed to building and maintaining healthy partnerships with all of our families. These conferences are an important time for families and teachers to sit down and share about how each student is progressing in their learning. As I know the conferences can at times feel rushed, if a family ever desires additional information please do not hesitate to reach out to a teacher directly for a follow up conversations. Our teachers are 100% committed to ongoing communication with families and I very much appreciate their professionalism and dedication to our students and families.

As a reminder, I will host a third and final strategic planning community forum Dec 3rd here in the Copeland cafeteria from 7:00 - 8:30. The format for this forum will be slightly different than the first two. During this forum I will invite participants to engage in more whole group discussion about goal areas and then we will break off into teams to begin crafting goal statements. These goal statements will begin to describe what successful attainment of the goal will look like over a three year period. After this forum, I will conduct a listening tour during the month of December where I will spend a full day in each of our six schools meeting with teachers and students. During these meetings I will be getting their feedback about the goal areas and what they would like to see prioritized in our work over the next three years.

Lastly, I could not be more excited about my recommendation regarding the two appointments to the District's leadership team on the Board agenda this evening. Melissa Lewis and Stacey Wisniewski are proven leaders in our community who have both demonstrated over time their commitment and dedication to our community. They are student centered service orientated leaders and they have my full confidence as they move into these new roles.

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

The Operations Committee met with Erik Boe from LAN Associates last night to discuss the projects that we would like to complete this upcoming summer. The two major projects are replacing the parking lots at DBO and Stony Brook.

Erik also brought a checklist for us to share with the Dwyer PTA on the necessary steps for installing a playground. Dr. Turnamian has reached out to Mr. McGovern to set up an initial planning meeting with the playground committee to discuss their choice of design and the process to follow for installation.

I am nearly finished with the ASSA – our application for State Aid and our enrollment has grown district wide by 70 students from October 2018 to October of this year.

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

Rockaway Township Faculty Selected to Present at Upcoming Conferences

We encourage our teachers and staff to share their successes and their expertise within the learning communities they participate in. With that, several faculty members have been selected to present at two upcoming conferences in New Jersey.

Our Character Education Team from Copeland Middle School has been asked to present how they utilize technology to help manage, track, and support social and emotional learning within Copeland at the upcoming New Jersey Educational Computing Cooperative (NJECC) Meeting on December 13th. They will present their use of Panorama Education as a means to support their goals. Additionally, we have four presenters selected to present at the upcoming NJECC Annual Conference in January:

- Ivan Kaltman: Future Ready Read-Alouds
- Vanessa Waxman: Classroom Web Tools You Should Try in Your Classroom
- Joyce Harquail: Infusing Technology for Differentiation, Engagement, and Efficiency
- The Character Team from Copeland Middle School: The Social and Emotional Learning Dashboard

Reading Workshop Training this Week

This week, Holly Chopack and Melanie Brown from Words of Advice Literacy Consulting are working with our K-5 teachers as part of their ongoing training in Reading Workshop. They are focusing this week on conferring with readers and the finer points of

learning from students so that they may understand how to teach them most effectively. The sessions are interactive and always consist of a demo-lesson where our teachers watch and critique the trainers as they work with our students.

Family Nights

We are proud to introduce a series of Family Nights once again. Over the next few months, you will see the following Family Nights available for sign up:

- Thurs. Nov. 21 Family Science Gr. 2
- Thurs. Dec. 12 Hour of Code Gr. 5
- Thurs. Feb 6 Family Science Gr. 3 (snow date 2/13)
- Tues. Mar. 24 Family Science Gr. 4 (snow date 3/31)
- TBD in April: Family Math & STEM Gr.5+6

These will have limited enrollment, so parents will be notified when the registration opens for each night. Our November workshop closed out within a few hours, and we've created a wait-list in case there are changes to the initial participants. We look forward to seeing you at these events!

Committee Reports

Operations- Mrs. Brookes - recommends that Capital Withdrawal be made to move the projects along
Education – Mrs. Helbourg discussed, Handle with Care,Curriculum Updates, and the Budget process.
Policy – Mrs. Smith- Discussed the policies and regulations reviewed at the last meeting.Will wait for new policy committee assignment to decide how to proceed in the upcoming year
Negotiations-Mediation for Bus Drivers is scheduled for December 3

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

Personnel

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

The Superintendent of Schools recommends actions on the following personnel:

Employment

1. Approve the courses, instructors and the individual rate of pay per quarter, indicated on the attached list, for the After School Pay to Play Program, to be held at the Copeland Middle School, for the 2019-2020 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. Approve the appointment of Melissa Lewis, as Director of Special Education, at the Central Office, effective December 2, 2019 through June 30, 2020. The annual prorated salary will be $125,000.00.

3. Approve the appointment of Stacey Wisniewski, as Interim Principal at the Katharine D. Malone School, effective December 2, 2019 through June 30, 2020. The annual prorated salary will be $113,000.00.

4. Approve the employment of Carolyn Willis, as a part-time Staff Assistant, at 17.50 hours per week, for Kindergarten, at the Stony Brook School, effective November 21, 2019 through June 30, 2020. The rate of pay will be $18.41 (Step 1).

5. Approve the employment of Erika Donker, as a Bilingual translator, for the District, effective November 21, 2019 – June 30, 2020. The rate of pay will be $46.00 per hour.

6. Approve a leave replacement assignment for Rehannah Sattaur, replacing Colleen Bachmann, a full-time Grade 5 Resource Room Teacher, at the Birchwood School, effective December 9, 2019 through May 1, 2020. The annual prorated salary will be $57,130.00 (BA Step 1). (Pending issuance of certification.)

Employment/Substitute Teachers

7. Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2019-2020 school year:

Stacy Dowling	Montclair State University, NJ (BA)
Dover, NJ	Certification: County
	Effective Date: November 21, 2019

Lisa Maderna Randolph, NJ	Stockton College, NJ (BA) Certification: County Effective Date: November 21, 2019
Melissa Roberti-Phelan Dover, NJ	Marywood University, PA (BA) Certification: County Effective Date: November 21, 2019

Extended Leave of Absence

8. Approve an extended leave of absence for Karen Renaud, a full-time Grade 3 Academic Intervention Teacher, at the Birchwood School, without pay, effective November 4, 2019 through December 20, 2019. (Mrs. Renaud is expected to return to work on January 2, 2020).

Increase in Hours

9. Approve the increase in hours for Carol Baker, a part-time Staff Assistant, for the Transportation Department, from 17.50 hours per week to 19 hours and 30 minutes per week, effective December 1, 2019 through June 30, 2020. The rate of pay is $18.83 (Step 2) per hour.

10. Approve the increase in hours for Rachael Jacobs, a part-time Staff Assistant, for the Transportation Department, from 18 hours and 20 minutes per week to 19 hours and 10 minutes per week, effective December 1, 2019 through June 30, 2020. The rate of pay is $19.68 (Step 4) per hour.

Leave of Absence

11. Approve a leave of absence for Susan Andrews, a full-time LDTC, for the district, with pay, effective January 2, 2020 through February 21, 2020. (Mrs. Andrews is expected to return to work on February 24, 2020).

12. Approve a leave of absence for Diane Fusco, a full-time Guidance Secretary, at the Copeland Middle School, with pay, effective November 22, 2019 through December 4, 2019. (Mrs. Fusco is expected to return to work on December 5, 2019).

13. Approve a leave of absence for John Santillo, a full-time Mechanic, for the Transportation Department, with pay, effective November 13, 2019 through December 20, 2019. (Mr. Santillo is expected to return to work on December 23 2019).

14. Approve a leave of absence for Mandy Thomas, a full-time Academic Intervention Teacher, at the Stony Brook School, with pay, effective December 10, 2019 through January 1, 2020. (Mrs. Thomas is expected to return to work o January 2, 2020).

Resignation

15. Approve the resignation of Louise Coviello a part-time Kindergarten Staff Assistant, at the Birchwood School, effective November 18, 2019.

16. Approve the resignation of Ingrid Morin, a part-time Staff Assistant, for the office/play/copy duties, at the Birchwood School, effective January 13, 2020.

Revised Leave of Absence

17. Approve a revised leave of absence for Sonya Patel, a full-time School Counselor, at the Birchwood School, witho pay, under the New Jersey Twelve Week Family Leave Act, effective September 11, 2019. Days will be used on an intermittent basis not to exceed 60 days.

Salary Adjustment

18. Approve the prorated salary adjustment for Amy Andreola, a full-time Bus Driver, for the Transportation Department, effective December 1, 2019 through June 30, 2020, as following:

From: $15,423.00 To: $16,621.00

19. Approve the prorated salary adjustment for Douglas Baker, a full-time Bus Driver, for the Transportation Department, effective December 1, 2019 through June 30, 2020, as following:

From: $14,593.00 To: $15,826.00

20. Approve the salary adjustment for Orlando Sepulveda, a full-time Night Custodian at the Copeland Middle School, effective July 1, 2019 through June 30, 2020. The salary will be as following: (Received Boiler License on 4/1/19 through 6/30/19 will receive $80.00 for that time period)

Base Salary Custodian Step 2	$39,155.00	
Boiler License Stipend		1,250.00
Night Differential Stipend		800.00
Salary		$41,205.00

21. Approve the prorated salary adjustment for Joseph Verderano, a full-time Bus Driver, for the Transportation Department, effective December 1, 2019 through June 30, 2020, as following:

From: $24,006.00 To: $24,927.00

Rescindment of Employment Offer

24. Rescind the November 6, 2019 approval of the leave replacement assignment of Daniel Lopez, for Michael LaFranca, a full-time Network Support Technician, at the Central Office, for the district, effective November 11, 2019 through December 9, 2019. The prorated salary will be $54,372.00. (Has been fingerprinted, results pending, approved by the County Office, pending criminal history check). (Pending the background check and physical/mantoux paperwork).

Mrs. Lewis and Mrs. Wisniewski both made comments to the Board and audience.

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

HIB

Motion by Mrs. Brookes, seconded by Mrs. Shields to affirm the following HIB Cases:

WHEREAS, the Superintendent of schools has provided the Board of Education with reports regarding HIB incidents:

2019-3 - unconfirmed
2019-4 - unconfirmed
2019-5 – confirmed
2019-6 – confirmed

and the investigations which were conducted following these complaints; and

WHEREAS the Board of Education was advised of any consequences and /or remedial measures related to these matters as well as the Superintendent's recommendation regarding the results of these investigations; and

THEREFORE, BE IT Resolved that the Board of Education votes to affirm the Superintendent's recommendations on HIB cases:

2019-3 - unconfirmed
2019-4 - unconfirmed
2019-5 – confirmed
2019-6 – confirmed

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

Dr. Turnamian reported there were no new HIB investigations.

Education

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

Field Trips

1. Approve the amendment of Field Trip Locations list reaffirmed for the 2019-2020 school year on May 22, 2019 to include the following:
   - Junior Achievement
   - Morristown Medical Center Health Pavilion (Rockaway)
   - Picatinny Arsenal – Frog Falls Water Park
   - Wildlife Conservation and Education Center (Garfield)

Student Teacher

2. Approve Taylor A. Ratcliffe, a Seton Hall University graduate student enrolled in the speech-language pathology program within the School of Health and Medical Sciences, to begin a rotation for observation to practice, commencing on or about January 15, 2020 and ending June12, 2020.

Student Teacher

3. Approve Sabrina N. Cordero, a Fairleigh Dickinson University student enrolled in the QUEST Accelerated, Combined Degree (B.A./B.S. – M.A.T.) 5-year Teacher Preparation Program, to complete Field Experiences I & II, commencing on or about January 2, 2020 and ending by January 31, 2020.

Student Teacher

4. Approve Blake A. Ducos, a Rutgers University student in the Physical Therapy program, for an internship with Denise Glew, Charlotte Kalb, and Tara Wach, commencing on or about February 10, 2020 through May 2020.

Family Nights

5. Approve Vanessa Waxman and Gina Parisi or Karen O'Donnell to present the following Family Nights during the 2019-2020 school year, not to exceed 2 presenters at 2 hours each, at the current RTEA contracted rate:

- Family Science, Grade 2 - November 2019
- Family Science, Grade 5 - December 2019
- Family Science, Grade 3 - February 2020
- Family Science, Grade 4 - March 2020
- Family Science, Grades 5 & 6 - April 2020

Mrs. Shields commented on how much she enjoys the Family Nights.

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. Chirico to approve the following special education recommendations.

Handle with Care Training

1. Approve the following staff members to provide Handle with Care training to staff during the 2019/2020 school year, per contractual rate of pay.

Elizabeth Adams
Scott Buckley
Steven Barosi
Natalia Hubisz
Alison Piano

TILLS Assessment

2. Approve Kimberly Steimke to conduct TILLS Assessment to District students, as needed and per student IEP, during the 2019/2020 school year, at a rate of $400.00 per assessment.

Sunbelt Staffing

3. Authorize a contract between Sunbelt Staffing and the Rockaway Township Board of Education to provide a LDT/C for up to 15 hours/week, from 11/18/19-1/31/20 at a rate of $95.00 per hour.

Out of District Placement-2019-2020 School Year

4. Authorize the student in the following out-of-district placement for the 2019-2020 School Year:

Student	School	Location	Tuition Rate
227	Special Services School District	Gloucester County	$2,760.00 +$199.00

Home Instructions

5. Authorize a contract between Rockaway Township Board of Education and Union County Educational Services Commission to provide bedside instruction to students admitted to Trinitas Regional Medical Center, on an as needed basis, for the 2019/2020 school year. Services are offered at a rate of $68.00 per hour.

No Public comment.

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

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

Sussex CRTC Transportation Jointure

1. Authorize a joint transportation agreement with Sussex County Regional Transportation Cooperative to transport Rockaway Township students for the 2019-2020 school year.

YMCA Contract

2. Motion to approve the contract between the Rockaway Township BOE and the Randolph Y. M.C.A. for facilities use for the 2019-20 school year in the amount of $50,000.00; with the renewal option for the 2020-21 school year in the amount of $60,000.00.

Mrs. Brookes had a question about the Sussex Transportation Jointure.

Mrs. Salny asked if the lines of communications are open with the YMCA about parent complaints

Motion by Mrs. Shields, seconded by Mrs. Brookes to open public comment.

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

- A community member commented that there are still problems with the YMCA at Dwyer.

Motion by Mrs. Chirico, seconded by Mrs. Helbourg to close public comment.

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. Brookes seconded by Mrs. Shields 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.

Financials

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, 2019, 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 Rachel DeCarlo, Board Secretary, certifies the following statement:

Pursuant to NJAC 6A:23-2.11(c)(3) and (4), I, Rachel DeCarlo, Board Secretary, certify that no budgetary line items accounts are over appropriated nor over expended for the period ending October 31, 2019.

Authorize October 2019 account transfers as submitted.

Bills

3. Authorize payment of the following as approved by the Finance Committee.

A.	November	School District Bills
B.	November	Cafeteria Bills
C.	November	Student Activities
D.	October	After School Bills
E.		Summer Enrichment Bills
F.	November	Unemployment Bill

Withdrawal of Capital Reserve Funds

4. Motion to approve withdrawal of funds in the amount of $169,000.00 from Capital reserve 2019-20 School Year for the following projects: surveys, design and bid preparation of parking lots at Stony Brook and Dennis B. O'Brien schools.

Mrs. Chirico - approves all bills to be paid.

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. Shields to approve the following policy recommendations.

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

P 3218	Use Possession, or Distribution of Substances
P 3372	Teacher Staff Member Tenure Acquisition
P 3373	Tenure Upon Transfer or Promotion
P 3374	Tenure Upon Transfer to Underperforming School
P 4218	Use Possession, or Distribution of Substances
P 6510	Payroll Authorization
P 6511	Direct Deposit
P 7425	Lead Testing of Water in Schools
P 7523	School District Provided Technology Device to Pupils
R 5111	Eligibility of Resident/Nonresident Pupils

- *7425 - was missing from audit*
- *7523 - adjusted to needs of district*
- *Reg 5111 - need to adopt*
- *Mrs. Salny commented that the policy reads that items that are loaned to students must be replaced in their original condition. Later in the policy (#11) it reads that the student will be able to keep the device. She also asked if a student leaves Copeland before 8th grade will they be able to keep the device.*

No Public comment.

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

Old Business

- Mrs. Shields- Attended Den meeting - was approached by scout about trying to not use plastic straws
- Mrs. Brookes - Future Ready Committee - was overwhelmed with the amount of work that was put into this program
- Mrs. Smith - RTEF - will be on Thur at 7pm
- Mrs. Helbourg - NJ School Boards - December 7th workshop

New Business

- Mrs. Smith - December 10 @5pm - Policy Meeting

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

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

- Brian Adams - Thanked secretaries, staff assistants, custodians and bus drivers

- A member of the community commented on homework policy.

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

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

Motion made by Mrs. Chirico, seconded by Mrs. Brookes that the meeting stand adjourned at 8:22 PM.

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

Respectfully submitted,



RACHEL DECARLO
Board Secretary