REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
September 18, 2013

The Rockaway Township Board of Education held a regular meeting on Wednesday, September 18, 2013, at 6:05 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. Chabala, seconded by Mrs. Salny 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 6:06 PM.

Motion made by Mr. Puzio, seconded by Mrs. Chabala 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 7:35 PM. Also present were nine (9) visitors and no members of the press.

Mr. Giarratano reopened the regular business meeting of the Board with the Pledge of Allegiance.

Motion by Dr. Kurland, seconded by Mrs. Maluszczak 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. Salny, seconded by Mr. Puzio 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:

Marcia Saltz	Re: Thank you
Stephanie McKeon	Re: Bus Stops
Audrey L. Russell	Re: Lunch Account
Nicole Sullivan	Re: Employment
April Kuryluk	Re: Full-day Kindergarten

Approve Minutes

APPROVE MINUTES

Motion made by Mr. Puzio, seconded by Mrs. Salny to approve the minutes of September 3, 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**

There were no HIB investigations.
Dr. Grefe reported on Strategic Planning meetings as follows:
October 9 State of the School Report
October 30 Vision/Mission Statement
December 9 Action plans will be Compiled

Email and text communication for anyone who would like to sign up.

The following was presented by the Business Administrator in her report:
Mrs. Palmiere had no report this evening.

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 Dr. Friedberger, seconded by Mrs. Chabala to table the following personnel motion: **Table Motion**

1. **Employment**
   Approve the employment of Dr. Beth Dailey, as an APA Test Coordinator for the District, effective for the 2013-2014 school year. The stipend is $44.00 per hour.

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

Motion made by Dr. Friedberger, seconded by Mrs. Chabala to separate the following personnel motions: **Separate Motions**

8. **Salary Adjustment/Substitute Teachers**
   Approve a salary adjustment of $85.00 per day and $57.00 for a half a day, effective October 1, 2013, for the county and state certified Substitute Teachers who attended the Substitute Teachers' Orientation Program held on August 29, 2013, as per the attached list.

9. **Superintendent Merit and Achievement Goals**
   Approve the Superintendent Merit and Achievement Goals for the 2013-2014 school year, as per the attached.

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

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

1. **Employment** **Employment**
   Approve the employment of Katherine Rasmussen, as an Elementary Enrichment Teacher Articulator, for the Birchwood School, effective for the 2013-2014 school year while Mrs. Semeniuk is on maternity leave.

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:

Izabela Bienkowska-Maslach Rockaway, NJ	Rutgers State University, NJ (MA) Certification: County Effective Date: September 19, 2013
Kaitlyn Buonocore Rockaway, NJ	Fairleigh Dickinson University, NJ (BA) Certification: State Effective Date: September 19, 2013

Meredith Lutz Rockaway, NJ	William Paterson State University, NJ (BA) Certification: State Effective Date: September 19, 2013
Karen Phillips Kinnelon, NJ	Montclair State University, NJ (MA) Certification: State Effective Date: September 19, 2013
Danielle Schmidt Succasunna, NJ	Montclair State University, NJ (BA) Certification: State Effective Date: September 19, 2013
Jennifer Zirkel Rockaway, NJ	Montclair State University, NJ (BA) Certification: County Effective Date: September 19, 2013

3. **Job Title Change** — **Job Title Change**

Approve the job title of Ann Kerin from full-time Educational Support Specialist at the Catherine A. Dwyer School to full-time School Counselor at the Catherine A. Dwyer School, effective September 1, 2013. (Mrs. Kerin has received her Standard Certificate as a School Counselor).

Explanation: Educational Support Specialist is no longer an approved state unrecognized job title.

4. **Reassignment** — **Reassignment**

Approve the reassignment of Nicolette Guerra, a part-time Staff Assistant, at 17.50 hours per week, in the Multiple Disabled Class, per the student's IEP, at the Katharine D. Malone School to a part-time Grade 5 Resource Room/In-Class Support Teacher, at 19.50 hours per week, at the Katharine D. Malone School, effective September 30, 2013 through June 30, 2014. The annual prorated salary will be $30,748.00 BA (Step 1). (Miss Guerra holds a Certificate of Eligibility with Advanced Standing for Teacher of Preschool through Grade 3, for Elementary School Teacher in Grades K-5 and for Teacher of Students with Disabilities). (Miss Guerra is replacing Miss Kilanowski).

5. **Reemployment** — **Reemployment**

Approve the reemployment of the following state certified Substitute Teacher for the 2013-2014 school year:

George Tsemberlis

6. **Resignation** — **Resignation**

Approve the resignation of Kelly Kilanowski, a part-time Teacher, at 19.50 hours per week, for Grade 5 Resource Room/In Class Support, at the Katharine D. Malone School, effective September 30, 2013.

7. **Salary Adjustments** — **Salary Adjustments**

Approve the salary adjustment for the certificated staff indicated below, effective September 1, 2013 through June 30, 2014:

	From	To
Jessica Gutwein	$57,882.00 (MA Step 2)	$59,132.00 (MA+30 Step 2)
Danja Hagie	$57.522.00 (BA+30 Step 7)	$60,337.00 (MA Step 7)
Jennifer Marsico	$57,527.00 (BA Step 8)	$58,152.00 (BA+15 Step 8)

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

Employment — **Employment**

Approve the employment of Tracy Dignam, a part-time Staff Assistant, at 17.50 hours per week, in the Multiple Disabled Class, morning session, per the student's IEP, at the Copeland Middle School, effective September 23, 2013 through June 30, 2014. The rate of pay is $16.16 (Step 1) per hour.

Approve the employment of Andrea Dubovy, a part-time Staff Assistant, at 17.50 hours per week, in Grades 4 and 5 Resource Room, morning session, per the student's IEP, at the Dennis B. O'Brien School, effective September 23, 2013 through June 30, 2014. The rate of pay is $16.16 (Step 1) per hour.

Approve the employment of Carol Gleason, a part-time Staff Assistant, at 17.50 hours per week, in the Multiple Disabled Class, morning session, per the student's IEP, at the Katharine D. Malone School, effective September 23, 2013 through June 30, 2014. The rate of pay is $16.16 (Step 1) per hour.

Approve the employment of Joseph Grasso, as a non-contractual Bus Driver, on an "as needed" basis, for the Transportation Department, effective October 10, 2013 through June 30, 2014. The rate of pay is $18.00 per hour.

Job Reassignments

Job Reassignments

Approve a job reassignment for Sandra Bornemann, a part-time Staff Assistant, at 17.50 hours per week, 1:1, per the student's IEP, in the morning session, at the Dennis B. O'Brien School to a part-time Staff Assistant, at 17.50 hours per week, in the Kindergarten Class, in the morning session, at the Dennis B. O'Brien School, effective September 9, 2013 through June 30, 2014. (Mrs. Bornemann is replacing Ms. Kopp).

Approve a job reassignment for Ryan Bruno, a full-time Night Custodian at the Copeland Middle School to a full-time Night Floater Custodian for the District, effective September 1, 2013 through June 30, 2014. (No salary change). (Mr. Bruno is replacing Mr. Morales).

Approve a job reassignment for Samantha Kopp, a part-time Staff Assistant, at 17.50 hours per week, in the Kindergarten Class, in the morning session, at the Dennis B. O'Brien School to a part-time Staff Assistant, at 17.50 hours per week, in the Resource Room for Grades 1, 2 and 3, in the morning session, at the Dennis B. O'Brien School, effective September 9, 2013 through June 30, 2014.

Approve the job reassignment for Jennifer Ljubicich, a full-time Staff Assistant, as a 1:1, per the student's IEP, at the Catherine A. Dwyer School to a full-time Staff Assistant, as a 1:1, per the student's IEP, at the Dennis B. O'Brien School, effective September 9, 2013 through June 30, 2014.

Approve the job reassignment for Gustavo Morales, a full-time Night Floater Custodian for the district to a full-time Day Head Custodian at the Catherine A. Dwyer School, effective September 1, 2013 through June 30, 2014. (Mr. Morales is replacing Mr. Bruno). The annual prorated salary is as follows:

Base Salary-Custodian (Step 12)	$39,475.00
Boiler Operator License Stipend	1,250.00
Head Custodian Medium School Stipend	2,150.00
Total Prorated Salary	$42,875.00

Approve a job reassignment for Juan Quiceno, a full-time Night Custodian at the Copeland Middle School to a full-time Night Custodian at the Catherine A. Dwyer School, effective September 1, 2013 through June 30, 2014. (No salary change). (Mr. Quiceno is replacing Mr. DeLeon).

Approve a job reassignment for Mary Ann Rosellini, a part-time Staff Assistant, at 17.50 hours per week, in the Kindergarten Class, for the afternoon session, at the Katharine D. Malone School to a part-time Staff Assistant, at 17.50 hours per week, in the Kindergarten Class, for the morning session, per the student's IEP, at the Katherine D. Malone School, effective September 9, 2013 through June 30, 2014.

Approve a job reassignment for Donna Tsitsoulas, a part-time Staff Assistant, at 17.50 hours per week, as a 1:1, in the Kindergarten Class, per the student's IEP, at the Katharine D. Malone School to a part-time Staff Assistant, at 17.50 hours per week, as a 1:1, per the student's IEP, at the Dennis B. O'Brien School, effective September 10, 2013 through June 30, 2014.

Approve a job reassignment for Allan Zak, a Substitute "as needed" basis Bus Driver for the Transportation Department to a contractual Bus Driver for the Transportation Department, effective September 1, 2013 through June 30, 2014. The annual salary will be $12,033.00. (Mr. Zak is replacing Mrs. Kennedy).

Resignation

Resignation

Approve the resignation of Mary Gallagher, a part-time Staff Assistant, 1:1 in the full-day Preschool Disabled Class, morning session, at the Dennis B. O'Brien School, effective September 16, 2013.

Revised Salaries – Bus Drivers — **Revised Salaries Bus Drivers**

Approve the revised salaries for the Bus Drivers for the Transportation Department for the 2013-2014 school year, as per the attached list.

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

Motion made by Mrs. Salny, seconded by Mr. Puzio to approve the following personnel recommendation.

8. **Salary Adjustment/Substitute Teachers** — **Salary Adjustment Subs**

Approve a salary adjustment of $85.00 per day and $57.00 for a half a day, effective October 1, 2013, for the county and state certified Substitute Teachers who attended the Substitute Teachers' Orientation Program held on August 29, 2013, as per the attached list.

Roll Call Vote on all above recommendation, Dr. Friedberger abstaining all others present voting yes, motion so carried.

Motion made by Mrs. Salny, seconded by Mrs. Chabala to approve the following personnel recommendation.

9. **Superintendent Merit and Achievement Goals** — **Supt Merit Goals**

Approve the Superintendent Merit and Achievement Goals for the 2013-2014 school year, as per the attached.

Roll Call Vote on all above recommendation, Dr. Friedberger and Mr. Puzio abstaining all others present voting yes, motion so carried.

Curriculum/Instruction

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

1. Approve Suzanne Barkawi and Sarah Obrycki, Montclair State University students, for student teaching for September. — **Student Teacher**

   Explanation: Requirement for degree.

2. Approve Dave Bishop for 1 ½ hours of preparation time only for Quia Workshop presentation on September 4, 2013, at the current rate. — **Workshop Hrs**

   Explanation: As per past practice.

3. Approve Lynda Trotter, Northern Arizona University student, for 100 hours of observation in ELL at Copeland Middle School for the fall.

   Explanation: Requirement for degree.

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

Administration

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

1. Authorize a parental contract for non-aided subscription busing for the following students, for the 2013-2014 school year: **Subscription Busing**

   # 78 - $884.00 (pick up & drop off)
   #238 - $442.00 (one-way drop off)
   #102 - $442.00 (one-way drop off)
   #132 - $442.00 (one way drop off)
   #211 - $442.00 (one way drop off)
   #1019 - $884.00 (pick up & drop off)

   Explanation: Not entitled to busing.

2. Approve transportation agreement, consistent with Policy 8670 Transportation of Disabled Pupils, for Route Numbers PRTRTJG13-14(ESY) and PTRTRTJG13-14 for the 2013-2014 school year. **Parental Transport**

   Explanation: Agreements are in the best interest of student.

3. Approve the 2014-2015 school year proposed Budget Timelines. **14-15 Budget Timelines**

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

Finance

Motion made by Dr. Kurland, seconded by Mrs. Salny to approve the following finance recommendations.

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). **Travel**

   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.

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 August 31, 2013, and **Bd Secy Report**

   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 August 31, 2013.

   Transfers

   Authorize August account transfers as submitted.

   Authorize payment of the September bills, as approved by the Finance Committee. **Bills**

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

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

3. **Be It Resolved** that the Rockaway Township Board of Education appropriate $320,425.00 from Unrealized 2012-2013 Extraordinary Aid, as per the prevailing statues to the following account:

Extraordinary Aid

11-120-100-101-00-000 $320,425.00

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

Policy

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

Discussion ensured on how parents will be involved with Title I. Policy Committee will meet on September 30, 2013 at 5:30 PM to review new policies, mandated policies and policy updates.

1. Approve the first reading of the following policy:
   2415.04 – Title I – District-Wide Parental Involvement

First Reading

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

Old Business

Old Business

Mrs. Chabala asked for an update on parent portal on Genesis. She was told it should be out within the next two weeks.

Vice Principal position interviews will start tomorrow and we will look for outside advertisements also.

New Business

New Business

Mrs. Maluszczak suggested that since one of our goals is "Cost Effective Budget" maybe can try and better utilize technology next year in the area of paperwork that comes home, by sending information via email or website. Music flyer that was sent home great is a great example.

Discussion from Morris County School Boards Association to get the Board Members involved. Opportunity for networking. Next NJSBA meeting is September 26.

Motion made by Mrs. Salny, seconded by Mrs. Maluszczak that the meeting stand adjourned at 8:09 PM.

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary