REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
January 24, 2018

The Rockaway Township Board of Education held a regular meeting on Wednesday, January 24, 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. Chabala, Mrs. Chirico, Mrs. Helbourg, Mrs. Maluszczak, Mrs. Mezik, and Mrs. Salny.

Also present were Jacqueline Storts, Assistant Superintendent, Deirdre Mastandrea, Director of Special Education, and Nathanya Simon, Board Attorney.

Greg McGann, Superintendent was absent.

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. 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 6:00 PM.

Motion made by Mrs. Brookes, seconded by Mrs. Chirico 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 7:33 PM. Present were 35 visitors and no members of the press.

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

Presentation on District Emergency Management-by Michael McGovern

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 mentioned that the "Stop the Bleed" program has been scheduled for March.
- A member of the public commented that there should be cameras outfitted for the bus exterior and that advertising on school buses could pay for them.
- Members of the public commented on correspondence with the Board regarding social media programs, character education programs and financial support for such programs.

Motion by Mrs. Brookes, seconded by Mrs. Maluszczak 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 Scott	Re: Non-resident student
Blakely Gardener	RE: RTSD Superintendent Search
Michelle Beneduce & Vivian Restepo	RE: 2018-19 Budget Request(3)
Michael McGovern	RE:Hiring process for the Superintendent of Schools

APPROVE MINUTES

Motion by Mrs. Chabala, seconded by Mrs. Chirico to approve the minutes of January 3, 2018.

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

The following information was presented by the Assistant Superintendent in her report:
Ms. Storts reported there were 2 new HIB investigations Case #158 as confirmed and Case #159 as confirmed.

Motion by Mrs. Chirico, seconded by Mrs. Mezik to affirm HIB Case #155 as unconfirmed, Case #156 as confirmed, and Case #157 as unconfirmed.

Ms. Storts also presented the Violence and Vandalism Report for 2016-17 – 20 total – 5 violations of HIB and 15 non-HIB violations.

Ms. Storts reported on the following:
- 4 students would be in the Spelling Bee Thursday evening.
- Teachers of the Year will be honored next meeting.
- MLK professional development day
- Google PD – allows for collaboration at all times – thanked articulators.

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

2. Informational Items:
- December Nurse's Report
- December Enrollment
- December Evacuation Report
- Field Trips for approval

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

Mrs. Palmiere reported on the following:
1. The District received 2 checks from the NJ Clean Energy Grant Program for lighting retrofits for:
   - Katharine D. Malone School - $8,615.00
   - Dennis B. O'Brien School - $9,525.00
2. Governor's address has been delayed until March 13, 2018.
3. Thank you given to the custodian and maintenance departments for doing a great job clearing the snow from the schools.

Committee Reports
Mrs. Salny presented new committee assignments and committee descriptions.

Community Relations Committee-Discussed implementing a Board Newsletter, Budget process.
RTEA Negotiations Committee – attended presentation in Trenton-"Bargaining at the Table". Next meeting 2/15/18.
Policy Committee – meeting 2/19/18 @ 9am central office
Education Committee – meeting 1/29/18 @6pm CMS
Operations Committee- Mrs. Chirico will sign off on the bills.

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. Helbourg 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 Copeland Middle 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.

Approve the employment of Alexandria Conforth, a part-time Resource Room Teacher, for Grade 4, at 19.50 hours per week, at the Birchwood School, effective January 25, 2018 through June 30, 2018. The annual prorated salary will be $32,000.00 BA (Step 1). (Ms. Conforth holds Provisional Certificates as an Elementary School Teacher for Grades K-6 and as a Teacher of Students with Disabilities). (Ms. Conforth is replacing Ms. DePetris).

Approve the employment of the following staff listed below as a Home Instructor, on an "as needed" basis, for the 2017-2018 school year. The rate of pay is $46.00 per hour.

Diane Cooper

Explanation – Instructional staff necessary to provide Home Instruction, where needed.

2. **Employment/Substitute Teachers**

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

Catherine Blake Parsippany, NJ	Webster University, MO (MA) Certification: State Effective Date: January 25, 2018
Patricia Firth Lake Hopatcong, NJ	Montclair State University, NJ (BA) Certification: State Effective Date: January 25, 2018
Ayah Muheisen Great Meadows, NJ	Centenary College, NJ (BA) Certification: State Effective Date: January 25, 2018
Catherine Orosz Rockaway, NJ	College of St. Elizabeth, NJ Certification: State Effective Date: January 25, 2018
Janine Suggs Denville, NJ	William Paterson University, NJ (BA) Certification: State Effective Date: January 25, 2018

3. **Extended Leave of Absence**

Approve an extended leave of absence for Jennifer Ruchalski, a full-time Special Education Teacher for Grade 8, at the Copeland Middle School, effective March 26, 2018 through June 30, 2018. (Mrs. Ruchalski is expected to return to work on September 1, 2018).

4. **Extended Leave Replacement Assignment**

Approve an extended leave replacement assignment for Melyssa Pickett, replacing Jennifer Ruchalski, a full-time Special Education Teacher, at the Copeland Middle School, effective March 26, 2018 through June 22, 2018. The rate of pay is $150.00 per diem.

5. **Leave of Absence**

Approve a leave of absence for Caroline Fehrman, a full-time Grade 2 Teacher, at the Dennis B. O'Brien School, with pay, effective January 2, 2018 through January 25, 2018. (Mrs. Fehrman is expected to return to work on January 26, 2018).

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

Employment

Approve the employment of Rebecca Janis, a part-time Staff Assistant, at 17.50 hours per week, for in class support (Resource), in Grade 3, at the Katharine D. Malone School, effective January 25, 2018 through June 30, 2018. The rate of pay will be $17.35 (Step 1) per hour. (Mrs. Janis is replacing Mrs. Innocenti).

Approve the employment of Janine Suggs, a part-time Staff Assistant, at 17.50 hours per week, in the Autistic Class, per the student's IEP, at the Katharine D. Malone School, effective January 25, 2018 through June 30, 2018. The rate of pay will be $17.35 (Step 1) per hour.

Extended Leave of Absence

Approve an extended leave of absence for Milagro Talbot, Administrative Secretary to the Assistant Superintendent of Schools, at the Central Office, with pay, effective January 4, 2018 through January 12, 2018. (Mrs. Talbot is expected to return to work on January 15, 2018).

Approve an extended leave of absence for Francesca Russo, a Bus Driver, for the Transportation Department, with pay, effective January 16, 2018 through February 9, 2018. (Mrs. Russo is expected to return to work on February 12, 2018).

Leave of Absence

Approve a leave of absence for Kathleen Bradley, a full-time Staff Assistant, in the Behavioral Disabilities Class, at the Stony Brook School, with pay, effective January 25, 2018 through February 2, 2018. (Mrs. Bradley is expected to return to work on February 5, 2018).

Approve a leave of absence for Lori Torres, a part-time Staff Assistant, per the student's IEP, at the Copeland Middle School, with pay, effective February 1, 2018 through February 12, 2018. (Ms. Torres is expected to return to work on February 13, 2018).

Resignation

Approve the resignation of Alexandra Abrams, a part-time special education staff assistant, at the Dennis B. O'Brien School, effective January 22, 2018.

Approve the resignation, due to retirement of Bonnie Armitt, a full-time Administrative Assistant, at the Copeland Middle School, effective July 1, 2018.

Approve the resignation, due to retirement of Linda Bubenik, a part-time office staff assistant, at the Katharine D. Malone School, effective July 1, 2018.

Approve the resignation of Victor Palumbo, a full-time Bus Driver, for the Transportation Department, effective February 12, 2018.

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

Curriculum/Instruction

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

1. Approve Molly Heller, a Caldwell University student, to complete a 40 Hour observation (approx. 3 hours per week) with Tara Hempel, at Katharine D. Malone School, from January 2018 through May 2018.

Explanation: Requirement for degree.

2. Approve Amy R. Rasmusson, a Seton Hall University student, to complete her Level I fieldwork in Occupational Therapy at the Dennis B. O'Brien School, one day per week, from February 8, 2018 to March 29, 2018.

Explanation: Requirement for degree.

No Public comment.

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

Administration

Motion made by Ms. Mezik, seconded by Mrs. Chirico to separate #7 of the administrative recommendations.

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

Bedside Instruction

1. Authorize a contract between Brendan D. Maier and the Rockaway Township Board of Education to provide instructional services to district students for the 2017/2018 school year, on an as needed basis, while a patient in the adolescent unit at Carrier Clinic. The fee is $85.00 per hour, for no more than 10 hours per week.

Explanation: Instructional services for students while hospitalized.

Pre-K Tuition 2018-19

2. Motion to approve the General Preschool tuition rate of $3,000.00 for the 2018-2019 school year .

PACO

3. Authorize appointment of the following individuals for the 2017-2018 school year:

Position	Personnel
Public Agency Compliance Officer (PACO)	Ms. Donnamarie Palmiere

Clean Energy Grant

4. Motion to approve the receipt of a check for a NJ Clean Energy Grant in the amount of $8,615.00 for the lighting retrofit project at Katharine D. Malone School.

Settlement

5. Be It Resolved that the Rockaway Township Board of Education approves the settlement for the case number #2018-26671.

NCLB Grant

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

TEACHER	GRADE/POSITION	LOCATION	STIPEND/ SALARY	% FUNDED
Marissa DePetris	Title I After School Teacher (2 of 3 days)	BW	$1,900.00 (2 QTR)	100% Title I
Marissa Cohen	Title I After School Teacher (1 of 3 days)	BW	$ 950.00 (2 QTR)	100% Title I
Marissa Cohen	Title I After School Tchr Sub	BW/CAD/DBO	$46.43/$45.24 HR	100% Title I
Eugene Budd	Title I After School Tchr Sub	BW/CAD/DBO	$46.43/$45.24 HR	100% Title I
Amy Semenuik	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.

Clean Energy Grant

8. Motion to approve the receipt of a check for a NJ Clean Energy Grant in the amount of $9,525.00

for the lighting retrofit project at Dennis B. O'Brien School.

No Public comment.

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

Motion made by Mrs. Chirico, seconded by Mrs. Maluszczak to approve the following administrative recommendation.

School Calendar

7. Approve the 2018-2019 School Year Calendar as recommended by the Superintendent, with a start date of August 29, 2018 for staff and a start date of September 4, 2018 for the students.

Roll Call Vote on all above recommendations, Mrs. Mezik voted no, all remaining present voting yes, motion so carried.

Finance

Motion made by Mrs. Maluszczak, 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.

Financials and 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 December , 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 December , 2017

Authorize December account transfers as submitted.

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

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

Authorize payment of the January State Unemployment bill, as approved by the Finance Committee.

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

Authorize payment of the December & January After School bills, as approved by the Finance Committee.

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.

No Public comment

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

Policy
None

Old Business
Mrs. Maluszczak thanked Mr. McGovern for his recap of the presentation she attended in December, found it very informative. Also commented on the Superintendent Search, ad deadline is 1/28/18, interviews begin in February. March 14 – meet the final candidates' night.

New Business
Catherine A. Dwyer School – ranked 35th in the state of New Jersey based on PARCC scores of 90.5% English and 99% Math.

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 commented on the presentations being fabulous.

Motion by Mrs. Brookes, seconded by Mrs. Maluszczak 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. Helbourg that the meeting stand adjourned at 9:00 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. Chabala that the meeting stand adjourned at 10:05 PM.

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary