REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
January 23, 2013

The Rockaway Township Board of Education held a regular meeting on Wednesday, January 23, 2013, at 6:08 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. Kurland, Mrs. Maluszczak, Mr. Puzio, Mrs. Salny and Mr. Giarratano. Dr. Friedberger was absent.

Motion by Mrs. Chabala, seconded by Mr. Puzio 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. Salny, seconded by Dr. Kurland 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 6:09 PM.

Motion made by Dr. Kurland, seconded by Mrs. Chabala that the closed session meeting stand adjourned at 7:04 PM Roll Call Vote, all present voting yes, motion so carried.

The Public Meeting reconvened at 7:05 PM. Also present were 50 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. Salny to open the public session of the meeting.

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

Dr. Kurland mentioned Dr. Friedberger had some health issues and wishes him a speedy recovery.

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.

Correspondence

COMMUNICATIONS

The following correspondence was received for the Board since the last regular meeting:

Patrice Tetta	RFQ Request
Michelle Hartsuiker	Bus Stop Safety Concerns
Regina M. Swierc	Family Outreach Program
William Murray	Information Request
Garry Del Greco	Security
Dana Taboadela	CMS Student
Davette Erica Philips	Bus Problem
Krishna Patel	Girl Scout Project
Bob and Terry Smith	Birchwood School Concert

APPROVE MINUTES — **Minutes**

Motion made by Mrs. Salny, seconded by Mrs. Chabala to approve the minutes of January 2, 2013, as amended.

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**

Dr. Grefe reported the Principal Effectiveness Evaluation is moving along and commented on a meeting with the Department of Education.

Dr. Grefe explained two versions of the school calendar, one will be on the next agenda for a vote.

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

Mrs. Palmiere reported three proposals were received for the strategic plan. They will be discussed at the next meeting. Mrs. Palmiere reported a student who left the district during the annual re-registration has returned to district.

Curriculum Committee — **Curriculum Committee**

Mrs. Salny reported the textbook resolution on the agenda was updated to include the most recent published dates.

Policy Committee — **Policy Committee**

Mrs. Salny stated the Committee met and approved the manual with the changes mentioned in the resolution. The Committee reviewed the revised policies and flagged any that needed further discussion. Some of the policies will be reviewed at the next Policy Committee meeting. She asked the website reflect the policies that have been approved by the Board.

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 Mr. Puzio, seconded by Mrs. Chabala to approve the following personnel recommendations.

Employment — **Employment**

Approve the employment of Nicole Spaldo, as a part-time Occupational Therapist, at 19.50 hours per week, at the Dennis B. O'Brien School, effective on or before February 25, 2013 through June 30, 2013. The annual prorated salary will be $32,524.00 (MA Step 1). (Mrs. Spaldo holds a Standard Certificate for School Occupational Therapist). (Mrs. Spaldo is replacing Mrs. Loreng).

Employment/After School — **Employ After School**

Approve the staff member and the individual rate of pay, indicated on the attached list for the 2012-2013 school year at the Copeland Middle School.

Explanation: Attached list is for a program that will be paid through "Pay-to-Play."

Employment/Substitute Teachers — **Employ Subs**

Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2012-2013school year:

Donna Altman	William Paterson University, NJ (MS)	
Randolph, NJ	Certification:	State
	Effective Date:	January 14, 2013
Beena DeSouza	The College of St. Elizabeth, NJ (MA)	
Rockaway, NJ	Certification:	County
	Effective Date:	January 24, 2013
Michelle Grilk	Ramapo College, NJ (BS)	
Rockaway, NJ	Certification:	County
	Effective Date:	January 24, 2013

Casey Goryeb	Lebanon Valley College, PA (BS)	
Randolph, NJ	Certification:	State
	Effective Date:	January 24, 2013
Travis Hubert	William Paterson University, NJ (BS)	
Rockaway, NJ	Certification:	County
	Effective Date:	January 24, 2013
Victor Jarosz	Alliance College, PA (BA)	
Rockaway, N J	Certification:	State
	Effective Date:	January 24, 2013
Scott Miller	S.U.N.Y. Cortland, NY (MS)	
Wharton, NJ	Certification:	County
	Effective Date:	January 24, 2013
Penelope Mjolsness	Aurora University, IL (MS)	
Chatham, NJ	Certification:	State
	Effective Date:	January 15, 2013

Job Descriptions **Job Descriptions**

Approve the attached new job description entitled, Administrative Assistant – Summer Programs, C-29.

Approve the attached revised job description entitled, Summer Programs Supervisor, D-14.

Job Reassignments **Job Reassignments**

Approve the job reassignment of Kerry Cron, Speech Language Specialist for the summer program to a part-time Speech Language Specialist, at 19.50 hours per week, at the Birchwood School, effective January 10, 2013 through June 30, 2013. The annual prorated salary will be $35,309.00 (MA Step 9). (Mrs. Cron is replacing Mrs. Butler).

Approve the job reassignment of MaryAnne Loreng, Occupational Therapist, on an "as needed" basis, at $75.00 per hour, for the Dennis B. O'Brien School to a full-time Occupational Therapist, at the Dennis B. O'Brien School, effective February 1, 2013 through June 30, 2013. The prorated annual salary will be $88,157.00 (BA Step 22). (Mrs. Loreng is replacing Mrs. Kern).

Leaves of Absence **Leaves**

Approve a leave of absence for Elizabeth Adams, a full-time School Social Worker at the Stony Brook School, without pay, under the New Jersey Twelve Week Family Leave Act, effective January 14, 2013 through January 25, 2013. (Mrs. Adams is expected to return to work on January 28, 2013).

Approve a leave of absence for Bari Eisenhauer, a full-time Speech Language Specialist at the Dennis B. O'Brien School, with pay, effective January 8, 2013 through March 1, 2013. (Mrs. Eisenhauer is expected to return to work on March 4, 2013).

Approve a leave of absence for Sonya Patel, a full-time Guidance Counselor for Grade 6, at the Copeland Middle School, with pay, effective April 1, 2013 through May 14, 2013, the leave will continue, without pay, under the New Jersey Twelve Week Family Leave Act, effective May 15, 2013 through October 23, 2013. (Mrs. Patel is expected to return to work on October 24, 2013).

Leave Replacement Assignments **Leave Replacements**

Approve the leave replacement assignment for Donna Altman, replacing Bari Eisenhauer, full-time Speech Language Specialist, at the Dennis B. O'Brien School, effective January 21, 2013 through March 1, 2013. The rate of pay is $150.00 per diem.

Approve the leave replacement assignment for Kathleen Clark, replacing Susan Elling, full-time Grade 6 Math Teacher, at the Copeland Middle School, effective January 14, 2013 through June 11, 2013. The rate of pay is $150.00 per diem.

Resignation **Resignation**

Approve the resignation, due to retirement, of Karen Orlando, a full-time Educational Support Technologist, at the Copeland Middle School, effective July 1, 2013.

Revised Leave of Absence — **Revised Leave**

Approve a revised leave of absence for Elizabeth Adams, a full-time School Social Worker at the Stony Brook School, without pay, under the New Jersey Twelve Week Family Leave Act, effective January 2, 2013 (working one day on Friday, January 4, 2013) through January 7, 2013. (Mrs. Adams is using three days and is expected to return to work on January 8, 2013).

Salary Adjustment — **Salary Adjustment**

Approve the salary adjustment for the following staff members, effective September 1, 2012 through June 30, 2013:

	From	To
Carole Abilo	$78,447.00 (MA+45 Step 18)	$79,047.00 (MA+60 Step 18)
Sandra Bohrer	$67,462.00 (MA Step 14)	$68,732.00 (MA Step 15)
Ardith Collins	$62,312.00 (MA+30 Step 9)	$62,912.00 (MA+45 Step 9)

Explanation: Adjustment reflects change in salary guide status.

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

Employment — **Employment**

Approve the employment of Marcelene Bender, Administrative Assistant for the 2013-2014 Summer School Program, effective January 24, 2013 through August 9, 2013. The annual stipend is $4,000.00.

Extended Leaves of Absence — **Extended Leaves**

Approve an extended leave of absence for Diane Boykow, a full-time Bus Driver for the Transportation Department, with pay, effective January 2, 2013 through February 13, 2013. (Mrs. Boykow is expected to return to work on February 14, 2013).

Approve an extended leave of absence for Robert Shaw, a full-time Custodian at the Catherine A. Dwyer School, with pay, effective January 7, 2013 through February 1, 2013. (Mr. Shaw is expected to return to work on February 4, 2013).

Job Reassignment — **Job Reassignment**

Approve the job reassignment of John Allison, from a full-time day Custodian at the Catherine A. Dwyer School to a full-time night Floating Custodian for the district, effective September 1, 2012 through June 30, 2013. The annual salary will be:

Base Salary (Custodian Step 20)	$55,845.00
Boiler License Stipend	1,250.00
Night Differential Stipend	800.00
Total Salary	$57,895.00

Leave of Absence — **Leave**

Approve a leave of absence for MaryKay Mulligan, a full-time Bus Driver for the Transportation Department, with pay, effective January 3, 2013 through January 11, 2013. (Mrs. Mulligan is expected to return to work on January 14, 2013).

Reemployment — **Reemployment**

Approve the reemployment of Danielle Visconti, as a part-time Staff Assistant, at 17.50 hours per week, for the Transportation Department, effective February 1, 2013 through June 30, 2013. The rate of pay is $15.83 (Step 1) per hour. (Ms. Visconti is replacing Ms. DeMouth).

Resignations — **Resignations**

Approve the resignation of Jennifer DeMouth, a part-time Staff Assistant for the Transportation Department, effective February 1, 2013.

Approve the resignation of Rebecca Reed, a part-time Staff Assistant for office/lunch duties, at the Birchwood School, effective February 18, 2013.

Attendance Stipend

Superior Attendance Stipend
Approve the appropriate stipend indicated on the attached list for the Mechanics that have had superior attendance for the period of July 1, 2012 through December 31, 2012.

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

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

Textbooks

Be It Resolved the Rockaway Township Board of Education adopts the textbooks, as per the attached, per the most recent published Core Curriculum Standards for the 2013-2014 school year.

Workshop Hrs

Approve the following staff members, preparation time only, for Danielson Training Workshops, at their current rate:

Jennifer Klak	3 hours
Maura Ollo	3 hours
Rachel Isler	3 hours
Lisa Solomon	1 ½ hours
Jennifer Carpenter	1 hour 15 minutes
Tara Van Orden	1 hour 15 minutes
Elyse Webster	1 hour 15 minutes
Maria Whelan	1 hour 15 minutes

Presentation Hrs

Approve Christine Garabrant to prepare and present DRA2 Training to staff on January 16, 2013 from 3:30 PM to 5:30 PM, for a total of six (6) hours, at her current rate.

Approve the following staff members, preparation time only, for a presentation on the Renaissance Math-Formative Assessment Program on February 11, 2013 for a total of two (2) hours each, at their current rate:

Maura Ollo
Sue Van Gelder
George Young
Penny Zitomer

Approve Terry Lally, staff member, preparation time only, for the Writing Appropriate, Measurable Goals and Objectives Workshop on January 21, 2013 for two (2) hours, at her current rate.

In-service Credits

Approve two (2) in-service credits to the following staff members who completed "Project Read Sentence Structure," August 2012:

Carole Abilo	Danielle Maute
Ardith Collins	Gina Parisi
Colleen Flannery	Nancy Reeves
Denise Gastineau	Jennifer Testa
Kathleen Nangle	

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.

Approve the designation meeting place/dates/times of monthly board meeting as follows: **Annual Notice Bd Meetings**

Designate the Copeland Middle School as the official meeting place for the Board of Education, Public Session will begin at 6:00 PM proceeding immediately into Executive Session, reconvening at 7:30 PM for Public Session:

January 2* & 23, 2013	July 17, 2013
February 6 & 27, 2013	August 21, 2013
March 6 & 20, 2013	September 3** & 18, 2013
April 3 & 17, 2013	October 2 & 16, 2013
May 1 & 22, 2013	November 6 & 20, 2013
June 4** & 26, 2013	December 18, 2013
	January 2, 2014***

(* Reorganization)
(** Tuesday)
(*** Reorganization/Thursday)

Approve the revise agreement for an out-of district student at P. G. Chambers School to include an aide at the rate of $23,560.00 (to be prorated), for the 2012-2013 school year: **Sp Ed Placement**

Explanation: Per student's IEP.

Authorize a contract between St. Clare's Hospital and the Rockaway Township Board of Education to provide bedside instruction to district students for the 2012-2013 school year, on an as needed basis. The fee for tutorial services is $54.00 per hour. General education students are entitled to five (5) hours per week of instruction and ten (10) hours per week for special education students. **St Clare's Agreement**

Explanation: Instructional services for students while hospitalized.

Approve Stella L. Sawicki, LDT/C to conduct bi-lingual (Spanish) educational evaluations, on an as needed basis for the 2012-2013 school year, at a fee of $400.00 per evaluation. Ms. Sawicki

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

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

Finance

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

Be It Resolved in accordance with Chapter 53 and Board Policies 4133 and 9250 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/trustees 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.

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 31, 2012, 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 December 31, 2012.

Transfers

Authorize account transfers as submitted.

Bills

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

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

Authorize payment of January Student Activity 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.

Grant Acceptance

Accept the Target Field Trip Grant in the amount of $700.00 awarded to Jacqueline Storts, Principal of Birchwood School.

Explanation: Funds will be used for a trip to the Morris Museum on March 13, 2013.

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

Policy

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

2nd Reading Policy Manual

Approve the second reading of the revised Board Policy Manual with elimination of Policy 2436 and elimination of last sentence "community members" from Policy 1140.

Explanation: Board Policy Manual developed in conjunction with the district's policy and regulation consulting service provider Strauss Esmay Associates, LLP.

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

Old Business

Old Business

Mrs. Salny asked if there has been any update on a change in polling places. There is no update.

Mrs. Salny reported the Copeland concert at Morris Knolls was phenomenal and she thanked Morris Knolls for allowing the use of the auditorium.

Mr. Giarratano asked for comments on the Presidential Committee list. Mrs. Salny would like Superintendent Appointments on the list. A member of the Public asked if it could be added to the Website.

Mr. Giarratano asked for input regarding the Strategic Plan. A member of the Public asked why the strategic plan was taking so long. Original bid was rejected and Request for Proposals went out again.

New Business

New Business

Mrs. Salny asked about the date of the Copeland graduation. The tentative date is June 24, 2014.

A discussion was held on the budget process.

The meeting concluded with a moment of silence for a Rockaway Township family who lost family members in a house fire. One of the victims was a former student.

Motion made by Mrs. Salny, seconded by Mr. Puzio that the meeting stand adjourned at 8:35 PM and return to Executive Session for personnel issues and discussion on the Technology Plan.	**Adjourn to Ex Session**
Roll Call Vote, all present voting yes, motion so carried.	
Motion made by Mr. Puzio, seconded by Mr. Giarratano that the closed session meeting stand adjourned at 9:55 PM.	**Adjournment**

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary