EXECUTIVE SESSION
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
March 15, 2017

The Rockaway Township Board of Education held a regular meeting on Wednesday, March 15, 2017, at 7:05 PM at the Copeland Middle School, Lake Shore Drive, Rockaway, New Jersey.

The following members of the Board of Education were present: Mr. Babcock, Mrs. Brookes, Mrs. Chabala, Mrs. Chirico, Mrs. Maluszczak, Mrs. Salny and Dr. Kurland.

Also present was Dr. Greg McGann, Superintendent of Schools.

The following items were discussed in closed session:

Personnel

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary

REGULAR MEETING
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Also present was Dr. Greg McGann, Superintendent of Schools.

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

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

Motion made by Mrs. Chirico, seconded by Mrs. Maluszczak to adopt the following resolution:

RESOLVED, that in accordance with the ñOpen Public Meetings Actò 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 7:05 PM.

Motion made by Mrs. Chirico, seconded by Mrs. Maluszczak 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 7:30 PM. Present were 6 visitors and no members of the press.

Dr. Kurland reopened the regular business meeting of the Board with the Pledge of Allegiance.

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

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

No public comment

Motion by Mrs. Chabala, seconded by Mr. Babcock 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:

Mr. Gonnella	Re: CMS Invitation
KDM	Re: KDMôs 6th Annual Students vs Faculty Basketball Game to Raise Autism

APPROVE MINUTES

Motion by Mrs. Salny, seconded by Mrs. Maluszczak to approve the minutes of March 1, 2017.

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

The following information was presented by the Superintendent in his report:
Dr. McGann reported there were no new HIB investigations.

Motion by Mrs. Brookes, seconded by Mrs. Salny to affirm HIB Case #121 as unconfirmed.

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

Dr. McGann discussed the following:

- Thanked DPW/Maintenance/Police for weather information and the work done to get the snow removed for the schools.
- After attending the Impact Aid conference in Washington DC ï there was a lot of concern as to where funds will be impacted by budget.
- David Frinzi is resigning-district wishes him and his family well.
- Sue Keown is also retiring this summer.
- District will now interview for two principal candidates.
- District conducted initial rounds for director of special services.
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2. Informational Items:
    - Field Trips for approval

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

Mrs. Palmiere reported that the amount of 2017-18 State Aid received was unchanged from 2015-16 amounts.

Committee Reports
Education Committee ï QSAC, PARCC, policies for 2431 & Regulation with Cross Country beginning. Next meeting4/11/17 @5:30 @ CMS.
Negotiations-Mrs. Salny will contact Board Attorney regarding negotiation dates.
Technology Committee- to meet 3/27 @5:30 pm at CMS.
Policy Committee ï working on next meeting date

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. Babcock, seconded by Mrs. Chirico to approve the following personnel recommendations.

1. **Employment**

Approve the course, instructor 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 2016-2017 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 the following staff listed below as Home Instructor, on an ñas neededò basis, for the 2016-2017 school year. The rate of pay is $45.00 per hour:

Susan Keown
Nancy Reeves
Barbara Rosen
Tara Toohey

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

Approve the employment of Erin Bootes-King, a part-time Academic Intervention Teacher, at 27.50 hours per week, at the Copeland Middle School, effective March 16, 2017 through June 30, 2017. The annual prorated salary will be $45,363.00 BA+15 (Step 1). (Ms. Bootes-King holds Standard Certificates as an Elementary School Teacher in Grades K-6 and as an Elementary Teacher with Subject Matter Specialization: Science in Grades 5-8) (Ms. Bootes-King is replacing Mrs. Phillips).

2. **Employment/Substitute Teachers**

Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2016-2017 school year:

Ashlee Gieger Oak Ridge, NJ	Kean University, NJ (BA) Certification: County Effective Date: March 16, 2017
Lauren Grosso Hackettstown, NJ	Ramapo College, NJ (BA) Certification: County Effective Date: March 16, 2017
Stephanie Ujvari Andover, NJ	The College of New Jersey, NJ (BA) Certification: State Effective Date: March 16, 2017

3. **Leave of Absence**

Approve a leave of absence for Kelly-Ann Bodnar, a full-time School Counselor, at the Katharine D. Malone School, without pay, under the New Jersey Twelve Week Family Leave Act, effective September 4, 2017 through November 24, 2017. (Mrs. Bodnar is expected to return to work on November 27, 2017).

4. **Leave Replacement Assignment**

Approve a leave replacement assignment for Kelcey Brennan, replacing Michelle Nieves, a full-time Grade 6 Math Teacher, at the Copeland Middle School, effective March 6, 2017 through May 5, 2017. The rate of pay is $150.00 per diem.

Approve a leave replacement assignment for Carly Farrell, replacing Marirose OôDonnell, a full-time Grade 1 Teacher, at the Catherine A. Dwyer School, effective April 7, 2017 through June 21, 2017. The rate of pay is $150.00 per diem.

Approve a leave replacement assignment for Lauren Greulich, replacing Christina Vetere, a full-time Grade 8 Language Arts Teacher, at the Copeland Middle School, effective March 16, 2017 through June 21, 2017. The rate of pay is $150.00 per diem.

Approve a leave replacement assignment for Catherine Viegas, replacing Jennifer Meyers, a full-time Grade 3 Teacher, at the Catherine A. Dwyer School, effective March 6, 2017 through June 21, 2017. The rate of pay is $150.00 per diem.

5. **Revised Leave of Absence**

Approve a revised leave of absence for Jennifer Meyers, a full-time Grade 3 Teacher, at the Catherine A. Dwyer School, with pay, effective January 23, 2017 through February 10, 2017, the leave will continue, with pay, under the New Jersey Family Medical Leave Act, effective February 13, 2017 through April 7, 2017, the leave will continue, without pay, under the New Jersey Twelve Week Family Leave Act, effective April 10, 2017 through June 30, 2017. (Mrs. Meyers is expected to return to work on September 5, 2017).

6. **Resignation**

Approve the resignation, of David Frinzi, Principal, at the Birchwood School, effective July 1, 2017.

Approve the resignation, due to retirement, of Susan Keown, a full-time Resource

Room Teacher, at the Catherine A. Dwyer School, effective July 1, 2017.

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

Employment
Approve the employment of Samantha Cardona, as a part-time Staff Assistant, at 17.5 hours per week, in the Autistic Class, per the studentôs IEP, at the Katharine D. Malone School, effective March 27, 2017 through June 30, 2017. The rate of pay is $16.97 (Step 1) per hour.

Approve the employment of Robert Santoro, as a part-time Staff Assistant, at 17.5 hours per week, per the studentôs IEP, at the Copeland Middle School, effective March 16, 2017 through June 30, 2017. The rate of pay is $16.97 (Step 1) per hour.

Extended Leave of Absence
Approve an extended leave of absence for Arthur Pierfy, Supervisor of Facilities & Safety Management, for the Buildings and Grounds Department, with pay, effective March 6, 2017 through March 14, 2017. (Mr. Pierfy is expected to return to work on March 15, 2017).

Job Description
Approve the attached revised job description entitled, ñStudent Information Systems Specialistò, B-2 which replaced job description entitled, ñMIS Project Managerò, B-2.

Leave of Absence
Approve a leave of absence for Dawn Crocetti, a part-time office Staff Assistant, at the Catherine A. Dwyer School, with pay, effective March 13, 2017 through March 24, 2017. (Mrs. Crocetti is expected to return to work on March 27, 2017).

Reemployment
Approve the reemployment of Jason Wooster, as a part-time Staff Assistant, at 17.5 hours per week, per the studentôs IEP, at the Copeland Middle School, effective March 16, 2017 through June 30, 2017. The rate of pay is $16.97 (Step 1) per hour.

Resignation
Approve the resignation of Carly Farrell, a part-time Kindergarten staff assistant, at the Catherine A. Dwyer School, effective April 7, 2017.

Approve the resignation, due to deferred retirement, of Elaine Graham, a full-time Supervisor of Accounts Payable, for the Central Office, effective May 1, 2017.

Approve the resignation of James Hager, a full-time Transportation Supervisor/Routing Coordinator, for the Transportation Department, effective May 1, 2017.

Approve the resignation of Leslie Valis, a part-time Kindergarten staff assistant, at the Dennis B. OôBrien School, effective March 13, 2017.

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

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

1. Approve the Curriculum Revision Committee members below to revise the Social Studies (Grades 1 - 8) curriculum, per the Five Year Curriculum Cycle, for $500 each as per the current RTEA contracted rate:

Committee Member	Curriculum for Revision
Amanda Marinaro	Social Studies Gr. 1
Amanda Marinaro	Social Studies Gr. 2
Maria Martinez	Social Studies Gr. 3
Lynn Caggiano	Social Studies Gr. 4
Polymnia Crysler	Social Studies Gr. 5
Kathleen Adams	Social Studies Gr. 6
Jennifer Wood	Social Studies Gr. 7
Brian Adams	Social Studies Gr. 8

No Public comment.

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

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

SDA Grant

1. Motion to approve the acceptance of an SDA grant payment in the amount of $348,600.00 for the Birchwood Window Replacement Project and the Catherine A. Dwyer Elevator project.

Safety Grant

2. Motion to submit an application to the New Jersey Schools Insurance Group for the 2017 Safety Grant in the amount of $17,400, to be used for security.

NCLB Grant

3. Approve an amendment of the NCLB FY 16-17Grant. Amendment is made in order to make a fiscal change of more than 10% of the total allocation for the Title III. It is allocated as per attached ñProgram Coordination & Budget Detailò and ñAdministrative Costs Budget Detailò pages, titles included:

   Title III Immigrant $5,977.00

   Explanation: Grant submission needs Board approval.

Learning Consultant

4. Authorize a contract between Sunbelt Staffing and the Rockaway Township Board of Education to provide a Learning Consultant on an as needed basis, for the 2016/2017 school year at a rate of $95.00 per hour.

   Explanation: To provide professional support services for students that cannot be provided by district personnel, as per studentôs IEP.

ESC Transportation Jointure

5. Authorize a joint transportation agreement with Educational Services Commission of Morris County to transport Rockaway Township students for the 2017-2018 school year.

   Explanation: Provide special education transportation to resident students who attend out of district special education schools.

No Public comment.

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

Finance

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

Travel/Workshops

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 districtôs 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.

Monthly Financials

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

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

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

   Authorize payment of the February and March 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.

3. **2017-2018 TENTATIVE BUDGET RESOLUTION**

   BE IT RESOLVED that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2017-18 Total Expenditures	52,372,861	578,091	542,200	53,493,152
Less: Anticipated Revenues	7,994,010	578,091	132,941	8,705,042
Taxes to be Raised	44,378,851	0	409,259	44,788,110

   And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

   BE IT FURTHER RESOLVED, that a public hearing be held at Copeland Middle School Cafeteria, 100 Lake Shore Drive, Rockaway New Jersey on April 26, 2016 at 7:30 PM for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

   BE IT FURTHER RESOLVED, that the Board of Education approves the following Capital Reserve Account Withdrawal for the 2017-2018 budget:

Birchwood Partial Roof Replacement	$ 778,600
Catherine A. Dwyer HVAC/Boiler Replacement	$ 919,250
Catherine A. Dwyer Roof Replacement	$ 1,026,250
Dennis B. OôBrien Partial Roof Replacement	$ 732,150
Security	$ 199,370
Total Capital Reserve Withdrawal	$ 3,655,620

Further approve, in accordance with N.J.S.A. 18A:19-1, that for the 2017-2018 school year the annual maximum for regular business travel shall be $1,500 per employee.

Further approve, that for the 2017-2018 school year the Rockaway Township Board of Education shall set $90,950 as the maximum travel expenditure amount for the budget year.

Further approve, in accordance with N.J.A.C. 6A:23A-5.2 and N.J.A.C. 6A-9.3 (c)14, the maximum dollar limit for public relations and professional services of: $13,000 for printing services, $150,000 for legal services, $46,600 for auditing services, $25,000 for Architect of Record services and $15,000 for professional services related to public relations for the 2017-2018 school year.

Further approve, in accordance with N.J.A.C. 6A:23A-5.8 the dollar threshold for awards to recognize special accomplishments at $35.00 per student for the 2017-2018 school year.

THEREFORE, BE IT RESOLVED, that the Rockaway Township School District Board of Education approves that the unused taxing authority of $2,070,823, be banked for potential use in the subsequent three fiscal years.

4. Approve the districtôs SEMI Action Plan and Parental Consent.

   Explanation: Corrective action plan for district because projected SEMI revenue was not attained.

5. Authorize the purchase of two (2) 54 passenger Chevrolet / Thomas buses for $121,787.21 each, through the Districtôs Cooperative Pricing Agreement with the Middlesex Regional Education Services Commission (Lead Agency System Identifier #65MCESCCPS).

   Explanation: Buses will be financed through the Morris County Improvement Authority, County Guaranteed Leasing Program.

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

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

The following was discussed about the budget:

- Board would like to see updated MIS reductions
- Ideas for surplus 16-17 year
- Dr. Monchar asked about the percentage and dollar amount of change from 2016-17 budget to the 2017-18 budget.

Motion by Mrs. Salny, seconded by Mr. Babcock to close the public session of the meeting.

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

Policy

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

1. Approve the following policies and regulations for second read.

1510 Americans with Disabilities Act
2415.30 Title I ï Educational Stability for Children in Foster Care
2418 Section 504 of the Rehabilitation Act of 1973 ï Students
2460 Special Education
2460 R Special Education
2460.1 R Special Education- Location, Identification, and Referral
2460.8 R Special Education ï Free and Appropriate Public Education
2460.9 R Special Education ï Transition from Early Intervention Programs to Preschool Programs
2460.15R Special Education ï In-Service Training Needs for Professional and Paraprofessional Staff
2460.16R Special Education ï Instructional Material to Blind or Print-Disabled Students
2467 Surrogate Parents and Foster Parents
5116 Education of Homeless Children
8330 Student Records

No Public comment.

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

Old Business
None

New Business
Mr. Babcock- Superintendent evaluation date to be May 4th in CMS faculty room- executive session only.

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

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

Dr. Monchar stated:
- RTEF was still evaluating applications for Innovative Awards
- Childrenôs Expo will be held Saturday April 1st @ CMS ï sports and other activities for demonstrations. Food Truck will also be there.

Motion by Mrs. Salny, seconded by Mr. Babcock to close the public session of the meeting.

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

Motion made by Mrs. Brookes, seconded by Mrs. Salny that the meeting stand adjourned at 8:12 PM.

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary