REGULAR MEETING
ROCKAWAY TOWNSHIP BOARD OF EDUCATION
MARCH 2, 2016

The Rockaway Township Board of Education held a regular meeting on Wednesday, March 2, 2016, 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: Mr. Babcock, Mrs. Brookes, Mrs. Chabala, Mrs. Chirico, Mrs. Maluszczak, Mrs. Salny and Dr. Kurland.

Also present were Dr. Greg McGann, Superintendent of Schools and Jacqueline Storts, Assistant Superintendent.

Motion by Mrs. Chirico, seconded by Mrs. Maluszczak 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 Mr. Babcock 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 Mr. Babcock 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 7:31 PM. Present were 10 visitors and one members of the press.

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

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

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

Cub Scout Pack 165 Presentation – Cub Scout Pack 165 received the prestigious William T. Hornaday Unit Award – the first time a New Jersey Cub Scout Pack has ever received this award. Katharine D. Malone School received a certificate and the Cub Master presented a plaque to the Board of Education.

Motion by Mrs. Chirico, seconded by Mrs. Chabala 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:

Linda Kopf	Re: Emergency Communication
Brett Miller	Re: RTSA Spring Picture Day
Angeline Wedemeier	Re: Field Observations
Dani & Dave Bratton	Re: PARCC request
Tanya Shields	Re: Class size
Krista McKernan	Re: Class size
Lauren Nellessen	Re: Class size
Ardith Collins	Re: Concert Dates

APPROVE MINUTES

Minutes

Motion by Mrs. Maluszczak, seconded by Mrs. Chirico to approve the minutes of February 3, 2016 and February 24, 2016

Roll Call Vote on above, Mr. Babcock abstained, all remaining present voting yes, motion so carried.

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

Superintendent's Report

Dr. McGann reported there was1 new HIB investigations Case #93, as unconfirmed.

HIB

Motion by Mrs. Salny seconded by Mrs. Maluszczak to affirm HIB Case #92 as unconfirmed.

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

Dr. McGann discussed the following:

- QSAC Monitoring- The district was involved with QSAC monitoring. In the Curriculum and Instruction area the K-4 World Language Curriculum needs to be instructed by a teacher and not a DVD-so we were not compliant and scored a 51% in that area. A district improvement plan to be put in place.
- The Heroin Summit sponsored by RTSAA will be held on April 26 at Christ Church- registration is free.
- The district is a member of NAFIS because Picatinny Arsenal is in Rockaway Township. NAFIS is going to lobby in Washington, D. C. for funds for New Jersey. Dr. McGann is joining them.
- Dr. McGann and Ms. Storts visited schools for Dr. Seuss day today.
- In January the Board approved the revised calendar, a letter and calendar are posted on the website. The weather will determine the give back days.
- Informational Items:
  - Fire Drill Report-February
  - Enrollment-February
  - Field Trip Approval
  - Nurses Report-February

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

Business Administrator Report

Projects

- The district received $300,874 in Impact Aid for last year.
- The HVAC project at Birchwood has begun and will continue through the summer.
- The electric project at Birchwood is waiting on JCP&L.
- The window project at Birchwood is complete with a punch list

Budget

- The board will be voting next meeting to submit the budget to the county for approval.
- The 2016-17 Budget includes projects: remaining libraries, CMS boiler, KDM boiler and gym roof, CAD HVAC roof top unit.
- 2% CAP
- Technology upgrades to infrastructure, wireless upgrades at CMS, and fiber connection.

Committee Reports

Committee Reports

Education Committee to meet next week to discuss World Language.

Operations Committee met on 2/29 and agreed on committee descriptions. Cancelled March meeting. April meeting will focus on security and facilities. The board/finance committee will discuss the budget and be sure that it is tied to District Goals.

The following actions were taken during the Regular Meeting of the Board:
Personnel
The Superintendent of Schools recommends actions on the following certificated personnel: **Personnel**
Motion made by Mrs. Chabala, seconded by Mr. Babcock to approve the following personnel recommendations.

1. **Employment/Substitute Teachers** **Employment/ Sub. Teachers**

Approve the employment of the following county and state certified Substitute Teachers indicated below for the 2015-2016 school year:

Michelle Cortese Dover, NJ	Caldwell University, NJ (BA) Certification: State Effective Date: March 3, 2016
Patricia Leuthard Dover, NJ	Montclair State University, NJ (BA) Certification: State Effective Date: March 3, 2016

2. **Leave of Absence** **LOA**

Approve leave of absence for June Beck, a full-time Grade 4 Teacher, at the Katharine D. Malone School, without pay, under the New Jersey Twelve Week Family Leave Act, effective February 22, 2016 through April 1, 2016. (Mrs. Beck is expected to return to work on April 11, 2016).

Approve leave of absence for Theresa Fascia, a full-time Grade1 Inclusion Teacher, at the Dennis B. O'Brien School, with pay, effective April 27, 2016 through June 23, 2016, the leave will continue, without pay, under the New Jersey Twelve Week Family Leave Act, effective September 1, 2016 through November 18, 2016, the leave will continue, without pay, effective November 21, 2016 through June 30, 2017. (Mrs. Fascia is expected to return to work on September 1, 2017).

3. **Revised Leave of Absence** **Revised LOA**

Approve a revised leave of absence for Tara Wach, an hourly as needed basis Physical Therapist, for the district, without pay, effective December 8, 2015 through February 25, 2016. (Mrs. Wach is expected to return to work on February 26, 2016).

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

Employment **Employment**

Approve the employment of Brianne Bottone, a part-time Staff Assistant, at 17.50 hours per week, per the student's IEP, in the Multiple Disabilities Class, at the Katharine D. Malone School, effective March 3, 2016 through June 30, 2016. The rate of pay is $16.74 (Step 1) per hour. (Ms. Bottone is replacing Mrs. Crumrine).

Leave of Absence **LOA**

Approve a leave of absence for Susan Gaeb, a full-time Special Education Staff Assistant, at the Katharine D. Malone School, with pay, effective February 24, 2016 through March 9, 2016. (Mrs. Gaeb is expected to return to work on March 10, 2016).

Approve leave of absence for Alvaro Gomez, a full-time Night Custodian, at the Catherine A. Dwyer School, with pay, effective February 24, 2016 through April 5, 2016, the leave will continue, without pay, under the New Jersey Twelve Week Family Medical Leave Act, effective April 6, 2016 through May 27, 2016. (Mr. Gomez is expected to return to work on May 31, 2016).

Approve a leave of absence for John Griffiths, a part-time office Staff Assistant, at the Birchwood School, without pay, effective February 22, 2016 through February 26, 2016. (Mr. Griffiths is expected to return to work on February 29, 2016).

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

Curriculum/Instruction

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

Curriculum/ Instruction

1. Authorize a contract between Education Inc. and the Rockaway Township Board of Education to provide bedside instruction to district students for the 2015/2016 school year, on an as needed basis. The fee for tutorial services is $44.00 per hour. General education students are entitled to 5 hours per week of instruction and 10 hours per week for special education students.

   Bedside instruction

   Explanation: Instructional services for students while hospitalized.

2. Approve Scott Credidio and Cynthia Trisuzzi as instructors for the summer Safety Town Program, which will run from July 11th to July 22nd, for 60 hours each at the current contracted rate of $45 per hour.

   Safety Town

   Explanation: As per RTEA contract.

3. Authorize a contract between Style Tone Hearing and Rockaway Township Board of Education to conduct Central Auditory Processing evaluations, on an as needed basis, for the 2015/2016 school year at a rate of $450.00 per evaluation.

   Auditory Processing Evals.

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

4. Amend the approval of Hannah Whelchel, Morris Hills High School student, working through the Morris Hills Regional District Teacher Cadet program, to observe classes at Stony Brook School with Ann Marie Arico on 15 dates from March through April 2016.

   Internship

   Explanation: Student Internship

No Public comment.

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

Administration

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

1. **Be It Resolved**, by the Superintendent of Schools that the Rockaway Township Board of Education recognize the following groups as quasi entities:

   Quasi-entities

   Stony Brook School PTA
   Katharine D. Malone PTA

2. Authorize disposal of the following obsolete equipment, not bid upon at equipment sale, as per the attached.

   Tech. Disposal

3. **Be It Resolved** the Rockaway Township Board of Education is requesting a waiver from the New Jersey Department of Education to allow the district to reduce the number of required observations of tenured staff from three to two for the 2016-2017 school year

   Waiver

   Explanation: Observations will be <u>long</u> observations allowing the District to devote attention to non-tenured staff which will allow more time to support teachers who need increased supervision in improving their instruction.

Settlement

4. Pay the following staff members per PERC settlement, Docket # CO-2016-005:

Debra Cirillo
Mary Ledyard
Tara Toohey
Jennifer Gruener
Gina Parisi
Claire Capuano
Donna Spinweber
Judith Johnson
Vanessa Waxman

No Public comment.

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

Finance

Finance
Motion made by Mrs. Chabala, seconded by Mr. Babcock 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).

   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.

Building Plan submission

2. **Be It Resolved,** upon the recommendation of the Superintendent, that the Rockaway Township Board of Education authorizes Parette Somjen Architects to submit Other Capital Projects with no State funding, amending the Long Range Facility Plan for the following and

   Be It Further Resolved, upon the recommendation of the Superintendent, that the Rockaway Township Board of Education authorizes Parette Somjen Architects to go out to bid for the following projects:

Copeland Middle School	Boiler replacement
Katharine D. Malone School	Boiler and partial roof replacement

No Public comment

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

Policy

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

1. Approve the following policies for second read:

   1240 Evaluation of the Superintendent
   3221 Evaluation of Teachers
   3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
   3223 Evaluation of Administrators Excluding Principals, Vice Principals, and Assistant Principals
   3224 Evaluation of Principals, Vice Principals, and Assistant Principals
   5337 Service Animals
   5516 Use of Electronic Communication and Recording Devices

No Public comment.

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

Old Business

Old Business

Mrs. Salny asked for an update of timelines for state mandates.

New Business

New Business

Mrs. Brookes attended the RTEF fundraiser, commented that it was a nice crowd, nice presentation, and a very nice event. They did a wonderful job and she enjoyed herself.

Dr. Kurland gave kudos to the district bus drivers for moving around all the obstacles.

No Public comment.

Motion made by Mrs. Salny, seconded by Mrs. Chirico that the meeting stand adjourned at 8:08 PM.

Adjournment

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

Respectfully submitted,

Donnamarie Palmiere

DONNAMARIE PALMIERE
Board Secretary