

**ROCKAWAY BOROUGH BOARD OF EDUCATION
ROCKAWAY, NEW JERSEY
Regular Public Meeting
Thomas Jefferson Cafeteria
December 11, 2012**

ROCKAWAY BOROUGH SCHOOL'S MISSION STATEMENT:

The mission of the Rockaway Borough School District, a caring and diverse community, is to propel the success of each student by creating an environment that fosters self-confidence and encourages creativity through quality instruction and educational opportunities aligned with the New Jersey Core Curriculum Content Standards.

I. Call to Order and Flag Salute

The meeting was called to order at 7:31 p.m. by Board President, Christa Smith.

II. Notice of Announcement

In accordance with the Open Public Meetings Act, the Rockaway Borough Board of Education has provided adequate written notice of the time, date and place of this meeting to the Daily Record and The Citizen.

III. Roll Call

Board Members Present: Eileen Haynes, Laura Lugo, Debbie McNally, Vice-President, Tim Rogers and Board President, Christa Smith.

Board Member Absent: N/A

Administration Present: Superintendent of Schools/Thomas Jefferson School Principal, Dr. Brian Purzak, Lincoln School Principal, Phyllis Alpaugh, Thomas Jefferson School Vice-Principal/Curriculum Coordinator, Mark Schwarz and Business Administrator/Board Secretary, Joseph P. Hurley Jr.

IV. Superintendent's Report

1. Principal/Vice-Principal's Reports – Ms Alpaugh and Dr. Purzak discussed the events that took place in their schools over the past month.
2. Enrollment – Dr. Purzak informed the Board that the current district enrollment is 677.
3. Nurse's Report – Dr. Purzak discussed the nurse's reports.
4. Legislative Update – Dr. Purzak discussed principal evaluation models and Assembly Bill 3435.
5. Facilities :
 1. Lincoln Roof – Mr. Hurley reported that phase one of the roof project has been completed. The final stage will be done in spring, when the weather clears.
 2. Lincoln Playground – Mr. Hurley informed the Board that General Recreation will install the part tomorrow.

V. Comments from the Public

None.

VI. Minutes

Motion to approve the minutes from the November 6, 2012 and November 13, 2012 Rockaway Borough Board of Education meeting.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

VII. Approval of Budget Transfers

Ms. Alpaugh asked if the Lincoln School nurse can budget in software. Mr. Hurley said yes.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

VIII. Certification of Major Account and Line Item Status

Motion to approve the Major Account and Line Item Status.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

IX. Approval of the Manifest Bills

Motion to approve the manifest of bills from the Finance Committee as follows:

December - \$531,786.30

The regular register is on file in the Office of the School Business Administrator/Board Secretary.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

X. Committee Reports

A. Finance

The Board discussed Finance Items 4 and 9.

Be it resolved by the Rockaway Borough Board of Education to approve Finance Items #1-10.

The motion was approved in a unanimous roll call vote. (Lugo/Rogers)

1. Be it resolved by the Rockaway Borough Board of Education to approve the Board Secretary and Treasurer's Reports for October 2012.
2. Be it resolved by the Rockaway Borough Board of Education to approve the Cafeteria Checking Account and Cafeteria Reconciliation Reports for November 2012.
3. Be it resolved by the Rockaway Borough Board of Education to approve the attached list of Professional Development/Travel Expenditure requests.
4. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for a psychiatric evaluation through Platt Psychiatric Associates for student #140 on January 9, 2013. Evaluation cost of \$690.00 which includes a fee to expedite the report.
5. Be it resolved by the Rockaway Borough Board of Education to approve Tara Renehan (pre-approved on November 6, 2012) to provide home instruction for student #140 effective 12/7/2012 for 10 hours per week at an hourly rate of \$35.98 for approximately 60 days.

6. Be it resolved by the Rockaway Borough Board of Education to approve Monica Koerner (pre-approved on November 6, 2012) to provide home instruction for student #215 effective 12/12/2012 for 5 hours per week at an hourly rate of \$35.98 for a length of time to be determined.
7. Be it resolved by the Rockaway Borough Board of Education to approve the Auditor's Management Report on Administrative Findings-Financial, Compliance and Performance of the Rockaway Borough School District Board of Education for the fiscal year ending, June 30, 2012. It should be noted that no recommendations were made.
8. Be it resolved by the Rockaway Borough Board of Education to approve the Comprehensive Financial Report of the Rockaway Borough School District Board of Education for the 2011-2012 fiscal year. The audit synopsis is attached. The complete Comprehensive Annual Report is available in the Office of the School Business Administrator.
9. Be it resolved by the Rockaway Borough Board of Education to enter into a contract with Rutgers, The State University to provide Smart Notebook 11 training on December 18, 2012. The cost of the program is \$700.00.
10. Be it resolved by the Rockaway Borough Board of Education to approve a membership with New Jersey Superintendents' Study Council for Dr. Brian Purzak. The cost is \$400.00

B. Policy

1. Be it resolved by the Rockaway Borough Board of Education to accept the Superintendent's Harassment, Intimidation and Bullying report dated _____ for incident numbers _____.

There were no incidents reported, so no action was taken.

C. Personnel

Be it resolved by the Rockaway Borough Board of Education to approve Personnel Items #1-7.

The motion was approved in a unanimous roll call vote. (Rogers/Lugo)

1. Be it resolved by the Rockaway Borough Board of Education to approve Catherine Eber of the College of Saint Elizabeth to be a student teacher with Jenny Marsh from January 22, 2013 to March 26, 2013 and again with Sharon Izzo from March 18, 2013 through May 10, 2013.
2. Be it resolved by the Rockaway Borough Board of Education to approve Natishia McKown for an unpaid twelve week Family Medical Leave of Absence to care for a family member beginning on Wednesday, January 2, 2013 through April 8, 2013.
3. Be it resolved by the Rockaway Borough Board of Education to approve Janay Revis for one additional year of unpaid maternity leave after the birth of her second child. Mrs. Revis will return for the beginning of the 2014-2015 school year.
4. Be it resolved by Rockaway Borough Board of Education to approve Bhavana Chopra as a personal aide at an hourly rate of \$14.32 effective November 7, 2012. (Previously approved at a rate of \$14.00).

5. Be it resolved by the Rockaway Borough Board of Education to approve the resignation of Ms. Jennifer Matschke as mentor to Ms. Melissa Vesper for the 2012 – 2013 School year.
6. Be it resolved by the Rockaway Borough Board of Education to approve the following teachers to be mentors for the remainder 2012 -2013 school year.

Mentor	New Teacher
Cheryl Hennessy	Melissa Vesper
Kellianne Fowler	Michael Siciliano
Tara Renehan	Emily Orinski

7. Be it resolved by the Rockaway Borough Board of Education to approve Michael Kalavik and Jason Wentzel as substitute teachers for the remainder of the 2012 – 2013 school year at a daily rate of \$80.00 per day.

D. Curriculum

Be it resolved by the Rockaway Borough Board of Education to approve Curriculum Item #1.

The motion was approved in a unanimous roll call vote. (Haynes/Smith)

1. Be it resolved by the Rockaway Borough Board of Education to approve the attached field trip request.

XI. Old Business

None.

XII. New Business

None.

XIII. Comments from the Public

Ms. Rich asked when the High Honor Roll Certificates will be distributed. Dr. Purzak said they will be distributed in January.

Ms. Coulther said that when a staff member submits a request to Shaun, the person has no way of knowing the status of the request. She asked if the staff get a response saying the issue was corrected, it is a work in progress, etc. Dr. Purzak will talk to Shaun about this.

Ms. Haynes asked if Microsoft WORD is operational. Mr. Schwarz said no.

Ms. Coulther said that Successmaker and the voice mail system does not work.

XIV. Executive Session

“The next topic o the agenda relates to student personnel, which constitutes an exception to the Open Public Meetings Act.”

Therefore, the Board is permitted to have a private discussion and I will entertain a motion in that regard:

I move that the Board enter into executive session for the purpose of discussing student personnel, the nature of which will be made public when the need for confidentiality no longer exists. At the conclusion of this discussion, the Board may reconvene in public session and action may be taken.

The motion was approved at 8:00 pm in a unanimous roll call vote. (McNally/Haynes)

XV. Motion to return to Open Session

A motion was approved to return to open session at 8:16 pm. (McNally/Smith)

XVI. Motion to Adjourn

There being no further business before the Board, a motion was approved at 8:17 p.m. to adjourn for the evening. (McNally/Smith)

Respectfully submitted,

Joseph P. Hurley Jr.
School Business Administrator/
Board Secretary

**ROCKAWAY BOROUGH BOARD OF EDUCATION
ROCKAWAY, NEW JERSEY
THOMAS JEFFERSON SCHOOL
MINUTES OF CLOSED SESSION
December 11, 2012**

I. Motion to Enter Closed Session

“The next topic o the agenda relates to student personnel, which constitutes an exception to the Open Public Meetings Act.”

Therefore, the Board is permitted to have a private discussion and I will entertain a motion in that regard:

I move that the Board enter into executive session for the purpose of discussing student personnel, the nature of which will be made public when the need for confidentiality no longer exists. At the conclusion of this discussion, the Board may reconvene in public session and action may be taken.

The motion was approved at 8:00 pm in a unanimous roll call vote. (McNally/Haynes)

II. Discussion

Dr. Purzak and the Board discussed an issue in which a student was in crisis. The only way administration learned about this was through social media.

Dr. Purzak said the police were dispatched to the house and handled the situation.

III. Motion to return to Open Session

A motion was approved to return to open session at 8:16 pm. (McNally/Smith)

Respectfully submitted,

Joseph P. Hurley Jr.
Business Administrator/Board Secretary