

**ROCKAWAY BOROUGH BOARD OF EDUCATION
ROCKAWAY, NEW JERSEY
Regular Public Meeting
Thomas Jefferson Cafeteria
March 5, 2013**

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 7:30 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, Director of Buildings and Grounds, Anthony Coppola and School Business Administrator/Board Secretary, Joseph P. Hurley Jr.

IV. Superintendent's Report

1. State Aid – Mr. Hurley informed the Board that we received \$20,479 more than last year.
2. Facilities – Anthony Coppola discussed the Lincoln School leak, the repairs to the Thomas Jefferson bathroom exhaust fans and the cleaning out of the garage. Mr. Coppola said that now the garage is cleaned, the busses can be house there. This keeps the busses clean when it snows.
3. 100th Day Challenge for Charity – Dr. Purzak discussed the challenges. Dr. Purzak thanked Karen Fitzgerald for doing a great job.
4. Child Study Team Discussion – Dr. Purzak discussed his findings and recommended participating in the shared services agreement with Morris Hills Regional so we can properly gauge the services we receive. Ms. McNally thinks the contract should be renegotiated. Dr. Purzak suggested forming a committee and the committee create a list of desires that would be in the new contract.
5. 2013-2014 Proposed School Budget – Mr. Hurley discussed budget revisions made due to the increase in State Aid.

V. Comments from the Public

Ms. Hurley asked about the status of hiring a new BSI teacher. Dr. Purzak said there were no good candidates, so he does not have a recommendation to hire.

Ms. Rich asked about the SKIP and the School Improvement Plan. Dr. Purzak said he is working on putting them together.

Ms. Coulther asked if the new MD class was included in the proposed budget. Mr. Hurley said yes.

VI. Committee Reports

A. Finance

Be it resolved by the Rockaway Borough Board of Education to approve Finance Items #1-3.

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

1. Be it resolved by the Rockaway Borough Board of Education to approve the 2013-2014 school district budget for submission to the voters as follows:

General Fund	\$8,053,936
Capital Reserve Withdrawal	\$ 138,384
Special Revenue Fund	\$ 540,256
Debt Service Fund	\$ <u>0</u>
Total Budget	\$ 8,732,576

BE IT FURTHER RESOLVED, that the Rockaway Borough Board of Education approves the appropriation of \$119,877 from surplus, to help offset the tax increase;

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$7,347,707 and Debt Service \$0 for the ensuing School Year (2013-2014); and

WHEREAS, the district has a taxing authority which is composed of \$20,625 for health benefits adjustment, \$23,098 for enrollment adjustment, \$0 PERS Deferment, and \$0 banked levy from previous budgets are available to the district for the school budget for 2013-2014 in addition to the 2% cap increase over the prior year which totals \$55,370 resulting in a maximum district tax levy available of \$7,384,599.

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$7,347,707 for the ensuing School Year (2013-2014).

BE IT RESOLVED, that the Rockaway Borough School District Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$55,370 be banked for potential use in the subsequent three fiscal years.

BE IT RESOLVED, that the Rockaway Borough School District, in the County of Morris, New Jersey approves the withdrawal of \$138,384 from the Capital Reserve to provide funding for the following project:

Replacement of the classroom doors at the Lincoln School at an estimated cost of \$138,384.

BE IT RESOLVED, that the Rockaway Borough School District, in the County of Morris, New Jersey approves the following capital projects for the 2013-2014 school year:

Legal Services	\$2,000
Architectural	\$15,500
Other Purchased and Professional Services	\$7,000
Construction Services	\$103,334

Supplies and Materials	\$9,150
Other Objects	\$1,400

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expenses reimbursement for the 2013-2014 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 school year was \$26,000; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$682.41 as of March 4, 2013;

BE IT RESOLVED, that the Rockaway Borough School District, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of \$26,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations

Legal Services	\$10,000	
Auditing Services	\$17,500	
Architectural Services	\$10,000	
Negotiator	\$15,000	
Strauss Esmay	\$3,935	
Election	\$4,000	
Other Administrative Services	\$1,200	
Repair Services	\$52,285	
Extraordinary Services	\$465,736	
Nonpublic Services	\$15,538	
Professional Development	\$57,000	
Transportation	\$207,927	and

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the Board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Rockaway Borough School District, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2013-2014 school year.

2. Be it resolved by Rockaway Borough Board of Education to enter into a contract with Teachscape, Inc. to provide Custom Coaching Face to Face Training and the Custom Coaching Webinar Series to the staff. The total cost is \$12,000.
3. Be it resolved by the Rockaway Borough Board of Education to accept the Rockaway Borough Education Foundation grant for the video taping of the 2013 Thomas Jefferson School play in the amount of \$1200.00.

B. 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/Rogers)

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

C. Personnel

Be it resolved by the Rockaway Borough Board of Education to approve Personnel Items #1-2.

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 Cynthia Connington as a playground/cafeteria aide for 3 hours per day 5 days per week at a rate of \$10.00 per hour beginning Wednesday, March 6, 2013.
2. Be it resolved by the Rockaway Borough Board of Education to approve Manuela Rial as a personal aide for student #43 for 3 hours per day 5 days per week at a rate of \$14.00 per hour pending background check.

D. Policy

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

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

1. Be it resolved by the Rockaway Borough Board of Education to accept the Superintendent's Harassment, Intimidation and Bullying report dated March 5, 2013 for incident numbers 24 – 24.

E. Addendum

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

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

1. 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 #19 effective March 8, 2013 for 10 hours per week at an hourly rate of \$35.98 length of time to be determined.

VII. Recommendations

FINANCE

1. Recommendation to approve the Board Secretary and Treasurer's Reports for February 2013.

2. Recommendation to approve the February 2013 Cafeteria Reconciliation and Cafeteria Checking Account Report.
3. Recommendation to approve the attached list of Professional Development/Travel Expenditure Requests.
4. Recommendation to approve the minutes from the February 12 and 19, 2013 Board meeting.
5. Recommendation to approve the Certification of Major Account and Line Item Status.
6. Recommendation to approve the manifest of bills from the Finance Committee as follows:

March _____

CURRICULUM

1. Recommendation to approve the attached school calendar #3 for the 2013-2014 school year.

PERSONNEL

1. Recommendation to approve Monica Kline as the district Guidance Counselor/Anti Bullying Specialist from April 9, 2013 to June 30, 2013. Ms. Kline will be placed on Step MA-1 of the teachers guide at an annual rate of \$48,150.00 pro-rated.
2. Recommendation to approve the second reading of the Job Description for Confidential Bookkeeper/Secretary.
3. Recommendation to approve Mrs. JoAnn Morena as a substitute teacher for the remainder of the 2012-2013 school year at a rate of \$80.00 per day.

VIII. Old Business

None.

IX. New Business

None.

X. Comments from the Public

None,

XIV. Executive Session

“The next topic on 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 8:32pm in a unanimous roll call vote. (Haynes/Rogers)

XV. Motion to return to Open Session

A motion was approved to return to open session at 9:03pm. (Lugo/Haynes)

XVI. Motion to Adjourn

There being no further business before the Board, a motion was approved at 9:04 p.m. to adjourn for the evening. (Haynes/Rogers)

Respectfully submitted,

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