

ROCKAWAY BOROUGH BOARD OF EDUCATION
ROCKAWAY, NEW JERSEY
Regular Public Meeting
Thomas Jefferson School
June 25, 2013
7:30pm

I. Call to Order and Flag Salute

The meeting was called to order at 7:32p.m. by Board President, Eileen Haynes

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: Laura Lugo, Debra McNally, Tim Rogers, Vice-President, Christa Smith and Board President, Eileen Haynes

Board Member Absent: N/A

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

IV. Superintendent's Report

1. Child Study Teams Contract – Mr. Mack, Mr. Schwarz and Ms. Alpaugh discussed the contract with the Board.
2. 2013-2014 School Lunch Prices – Mr. Hurley discussed increasing the school lunch from to \$2.55 for students and \$3.05 for adults. The Board agreed.
3. Facilities – Mr. Hurley informed the Board he had met with the District Architect, Kellen Chapin, to discuss renovations for the summer of 2014. Mr. Hurley discussed renovating the bathrooms in the Lincoln School and the Thomas Jefferson School, updating the new science lab, upgrading the electrical system to be ready for PARC and replacing the gym doors in the Thomas Jefferson School. Mr. Hurley also informed the Board that he and Mr. Schwarz met with Kellen to discuss renovating Room 102 for the MD Program. Mr. Hurley informed the Board the cost for the renovation would be \$81,520. The Board decided not to pursue this.

V. Comments from the Public

None.

VI. Budget Transfers

Motion to approve the attached list of budget transfers from May 15, 2013 to June 25, 2013.

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

VII. 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/Lugo)

VIII. Board Secretary and Treasurer's Report

Be it resolved by the Rockaway Borough Board of Education to approve the Board Secretary and Treasurer's Report for May 2013.

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

IX. Approval of the Manifest Bills

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

June 25, 2013 - \$1,327,461.70

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/Smith)

X. Committee Reports

A. Finance

Be it resolved by the Rockaway Borough Board of Education to approve Finance Items # 1-19. Finance item #9 was tabled.

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 May 2013 Cafeteria Reconciliation and Cafeteria Checking Account Report.
2. Be it resolved by the Rockaway Borough Board of Education to approve the minutes from the May 7, May 14, May 21, 2013 Board of Education meetings.
3. Be it resolved by the Rockaway Borough Board of Education to renew a maintenance agreement with Carousel Industries to provide services for the switches throughout the District. The contract will begin July 14, 2013 and end July 13, 2014. The cost is \$2,347.00 for the year.
4. Be it resolved by the Rockaway Borough Board of Education to increase the price of the school lunch to \$2.55 for students and \$3.05 for adults for the 2013-2014 school year.
5. Be it resolved by the Rockaway Borough Board of Education to accept the Extraordinary Aid reimbursement. The Board will allocate \$50,000 into the 2012-2013 school budget and the remaining funds will be allocated into the 2013-2014 school budget.
6. Be it resolved by the Rockaway Borough Board of Education to renew a contract with NCS Pearson Inc. for support with Knowledgebox. The contract will begin July 1, 2013 and end June 30, 2014. The cost of the contract will be \$2,315.
7. Be it resolved by the Rockaway Borough Board of Education to renew a contract with Frontline (Aesop) to provide substitute placement services for the 2013 – 2014 school year. The cost is \$3,960 per year.
8. Be it resolved by the Rockaway Borough Board of Education to renew a maintenance contract for the 3COM NBX phone system with MATHE, Inc. for the 2012- 2013 and 2013 – 2014 school years. The cost is \$950.00 each year.

9. Be it resolved by the Rockaway Borough Board of Education to renew a maintenance contract with Carousel Industries for the purpose of providing wireless network support 2013 – 2014 school year. The cost is \$2,347.00.
10. Be it resolved by the Rockaway Borough Board of Education to renew a contract with CDW-G for MS Windows support for the 2013-2014 school year. The cost is \$3,303.10.
11. WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Rockaway Borough Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Rockaway Borough Board of Education has determined that an amount not to exceed \$400,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Rockaway Borough Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer, to be used on projects identified in the Districts Long Range Facilities Plan, consistent with all applicable laws and regulations.

12. Be it resolved by the Rockaway Borough Board of Education to renew their lease with M-Space for a 28'X60' modular classroom. The contract will begin on September 8, 2013 and end September 7, 2014. The cost will be \$1,240 per month.
13. Be it resolved by the Rockaway Borough Board of Education to approve the purchase of SRA curriculum through McGraw Hill Education for student # 34 at cost of \$1,440.16.
14. Be it resolved by the Rockaway Borough Board of Education to approve the purchase of an ipad mini, appcare and otterbox for student # 145 totaling \$472.62. Additional cost of \$11.99 for Verbal Victor 2.0 application.
15. Be it resolved by the Rockaway Borough Board of Education to approve for 2 hours of training at \$150/hour through Cerebral Palsy of North Jersey to utilize Verbal Victor 2.0 application . Training for entire staff that will be utilizing program at any day with students.
16. Be it resolved by the Rockaway Borough Board of Education to approve PG Chambers to provide PT services for student #400 at a rate of \$80 per hour for 30 minutes per week for 5 weeks to meet the needs of the student's 504.
17. Be it resolved by the Rockaway Borough Board of Education to approve the continued employment of Kristine Listwan for the 2013 – 2014 school year from 8:00am to 1:30pm each day. Final salary will be determined upon the completion of negotiations.
18. WHEREAS, The New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on March 20, 2013 in accordance with Article IX(C) of the current NJSBAIG Bylaws; and

WHEREAS, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

WHEREAS, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:

NOW THEREFORE, BE IT RESOLVED that at a regular meeting of the Rockaway Borough Board of Education held on the 25 day of June 2013, the Board

does

hereby approve the proposed amendments to the NJSBAIG Bylaws.

19. Be it resolved by the Rockaway Borough Board of Education to renew their contract with Dowling Food Service Management Inc. for 2013– 2014 school year.

Dowling Food Service Management, Inc. will charge the Local Education Agency a management fee for the 2013-2014 school year of \$10,623 per year payable at \$1,062.30 per month prorated over a 10-month period and

Dowling Food Service Management, Inc. will charge the Local Education Agency an administrative fee for the 2013 - 2014 school year of \$4,100 per year payable at \$410 per month prorated over a 10-month period.

Dowling Food Service Management, Inc. guarantees that the bottom line on the operational financial report for the 2013 -2014 school year shall operate at “no cost”. In the event the program costs exceed total revenues (from all sources), Dowling Food Service Management, Inc. shall be responsible for any losses (shortfalls) incurred up to the management fee of \$10,623.

B. Personnel

Be it resolved by the Rockaway Borough Board of Education to approve Personnel Items # 1-13.

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

1. Be it resolved by the Rockaway Borough Board of Education to approve Christine Schneider of the College of Saint Elizabeth to complete her student teaching in the Rockaway Borough School district between September 5, 2013 and December 13, 2013. Ms. Schneider will be working with Mrs. Yobs during this time.
2. Be it resolved by the Rockaway Borough Board of Education to approve Heather Doering as a personal aide for the PALS extended School year at a rate of \$14.00 per hour/3.5 hours per day for a total of 30 days.
3. Be it resolved by the Rockaway Borough Board of Education to approve Diane Rounsaville to update our library in preparation for the accelerated reader program at an hourly rate of \$35.98 not to exceed 15 hours.
4. Be it resolved by the Rockaway Borough Education to approve Tracey Casiano as a substitute nurse for the 2013 – 2014 school year at a rate of \$100.00 per day.

5. Be it resolved by the Rockaway Borough Board of Education to approve Fran Stierle for a maternity leave of absence. Her disability shall begin on or about November 19, 2013 and run through January 3, 2014. She is requesting to use 3 personal days then 20 personal illness days. At the end of her disability, Mrs. Stierle wishes to be placed on leave as per NJFLA. She intends to return to full employment on March 3, 2014.
6. Be it resolved by the Rockaway Borough Board of Education to approve Sandy Gancarcik for a maternity leave of absence. Her disability shall begin on September 3, 2013 and run through September 20, 2013. She is requesting to use 4.5 personal illness days. At the end of her disability, Mrs. Gancarcik wishes to be placed on leave as per NJFLA. She intends to return to full employment on November 4, 2014.
7. Be it resolved by the Rockaway Borough Board of Education to approve Marcy Rattay as a summer custodian on an as needed basis at an hourly rate of \$11.00
8. Be it resolved by the Rockaway Borough Board of Education to approve Dominick Patamia as the district Supervisor of Building and Grounds beginning July 1, 2013 at an annual salary of \$55,000.
9. Be it resolved by the Rockaway Borough Board of Education to approve a contract with Shaun Reyes as the District Technology Coordinator effective July 1, 2013 through June 30, 2014 at an annual salary increase of 1.85%.
10. Be it resolved by the Rockaway Borough Board of Education to approve a contract with Phyllis Alpaugh as the Principal of Lincoln School effective July 1, 2013 through June 30, 2014 at an annual salary increase of 1.85%.
11. Be it resolved by the Rockaway Borough Board of Education to approve a contract with Kimberly Stockstill as the Secretary to the Superintendent of Schools effective July 1, 2013 through June 30, 2014 at an annual salary increase of 1.85%.
12. Be it resolved by the Rockaway Borough Board of Education to approve a contract with Joseph P. Hurley Jr. as the Business Administrator/Board Secretary effective July 1, 2012 through June 30, 2013 at an annual salary increase of 2%. This new contract will be retroactive to July 1, 2012.
13. Be it resolved by the Rockaway Borough Board of Education to approve the attached staff assignments for the 2013 -2014 school year.

C. 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. (Smith/Lugo)

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

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. (Lugo/Smith)

1. Be it resolved by the Rockaway Borough Board of Education to accept the Superintendent's Harassment, Intimidation and Bullying report dated June 25, 2013 for incident numbers TJ20121344-48. This was confirmed.

E. Addendum

Be it resolved by the Rockaway Borough Board of Education to approve Addendum Items #1, 2, 4 and 5.

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

1. Be it resolved by the Rockaway Borough Board of Education to approve Daniel Papa of Montclair State University to complete an administrative internship in the Rockaway Borough School district starting June 27, 2013 and ending July 31, 2013. Mr. Schwarz has agreed to be Mr. Papas coordinating administrator.
2. Be it resolved by the Rockaway Borough Board of Education to approve Michelle Lawton, MA-BCBA to provide summer school behavioral supervision for the PALS Program. Total of 12 hours during the 6 week program at \$125/hour.
4. Be it resolved by the Rockaway Borough Board of Education to Sharon Izzo as the pre-school personal aide for the extended year program. Ms. Izzo shall be work 2.5 hours per day, for 20 days and will be paid \$14.00 per hour.
5. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for the following out of district extended school year 13/14 placements as per IEP:

160	Cornerstone	TBD	\$74,360.00 * Contract for 2013/2014 school year ending 6/30/2014 (This is a 12 month contract)	7/1/13 – 8/29/13 8:30 am – 2:00 pm Mon – Thurs only
163	Sage Day	TBD	\$2,500.00	7/1/2013 – 8/2/2013 9:00 am – 12:00 pm

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

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

3. Be it resolved by the Rockaway Borough Board of Education to enter into a contract with Morris Hill Regional to provide Child Study Team Services to the Rockaway Borough Board of Education. The contract will begin July 1, 2013 and end June 30, 2014. The cost is \$174,524.00.

XI. Old Business

Mr. Hurley informed the Board that the drainage pipe coming down from the ceiling in the Lincoln School boiler room has been repaired.

XII. New Business

None.

XIII. Comments from the Public

Sherry Rich asked if the RBEA can have a copy of the staff list. Mr. Schwarz said yes.

Carol Coulther asked if the staff can get clarification on how to report an injury. Mr. Hurley said yes.

Carol Coulther thanked the Board for looking into the child study team issues.

X. Executive Session

“The next topic on the agenda relates to 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 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 8:26 pm in a unanimous roll call vote. (Smith/Rogers)

XI. Motion to return to Open Session

A motion was approved to return to open session at 10:02 pm. (Smith/ McNally)

XVI. Motion to Adjourn

There being no further business before the Board, a motion was approved at 10:03 p.m. to adjourn for the evening. (Smith/McNally)

Respectfully submitted,

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