

Rockaway Borough Board of Education
Rockaway, New Jersey
REGULAR PUBLIC MEETING
Thomas Jefferson School
July 22, 2014
7:30pm
Room 128
MINUTES

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

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.

I. Roll Call

Board Members Present: Eileen Haynes, Tim Rogers, Christa Smith, Vice-President Laura Lugo
Board Member Absent: Board President Debra McNally
Administration Present: Interim Superintendent of Schools Dennis Mack,
Interim School Business Administrator/Board Secretary Edward J. Appleton
Lincoln School Principal Phyllis Alpaugh, Thomas Jefferson School Principal Mark Schwarz

III. Superintendent's Discussion Items

- Technology Report – summer work progressing well
- Facilities Report – classroom floor repairs, Lincoln School Electrical Service Upgrade, District Wide Security Project contract award on agenda
- Legislative Updates
- HIB Report – 1/14/2014 – 6/30/2014 (Investigations-programming and training
- Teacher Contract provides for 20 minutes per day of additional instructional time, Board approves Superintendent's recommendation for changes in staff and student schedules for the 2014-2015 school year.
- Principal Reports
Thomas Jefferson School Principal Mark Schwarz: Building & Technology status, Cafeteria Speaker installation, Oncourse installation, Extended School Year program, Professional Development planning for September

Lincoln School Principal Phyllis Alpaugh: Extended School Year program, PALS, Lincoln School 100 Year Anniversary planning

IV. Comments from the Public (related to agenda items only)

Schedule changes impact to Early Dismissals and Delayed Openings

V. Committee Reports

VI. Motion to approve the attached list of budget transfers from June 1, 2014 to June 30, 2014.

The motion was approved by a unanimous roll call vote (Haines/Smith)

VII. **Motion to approve the Certification of Major Account and Line Item Status**

The motion was approved by a unanimous roll call vote (Haines/Smith)

VIII. **Motion to approve the manifest of bills from the finance committee as follows:**

June: \$716,265.88

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

The motion was approved by a unanimous roll call vote (Haines/Smith)

IX. **Be it resolved by the Rockaway Borough Board of Education to approve of the Board Secretary's and Treasurer's Reports for June 2014** and the certifications as required by N.J.A.C. 6A:23-2.12, and that they be appended to and made part of the minutes of this meeting.

The motion was approved by a unanimous roll call vote (Haines/Smith)

X. COMMITTEE REPORTS

A. FINANCE

Be it resolved by the Rockaway Borough Board of Education to approve Finance Items # 1 – 15.

The motion was approved by a unanimous roll call vote (Haines/Smith)

1. Be it resolved by the Rockaway Borough Board of Education to approve the attached field trip requests.
2. Be it resolved by the Rockaway Borough Board of Education to approve the minutes from the June 17, 2014 Board of Education meeting.
3. **BE IT RESOLVED** that the Rockaway Borough Board of Education's Business Administrator is authorized to accept the Bids for the District Wide Security System Project under State Plan Number (SPN) 4480-060-14-2000 for Lincoln School and SPN 4480-050-14-2000 for TJ School, under provisions of the Public School Contracts Law (PSCL)

BE IT FURTHER RESOLVED that the Board approves the inclusion of Alternate Bid No. 1 for additional camera locations, and Alternate No. 2 for changing of exterior lockset cores at both schools,

BE IT FURTHER RESOLVED that the Board approve the addition of specific Unit Price Items as recommended by the District Architect totaling \$5,050.00 for Lincoln School and \$6,650.00 for Thomas Jefferson School, to be included in the total contract award,

BE IT FURTHER RESOLVED that based on the low Bid Proposal from Sal Electric Co., Inc., the Rockaway Board of Education awards a contract in the amount of \$260,000.00 including base bid, accepted Alternates No. 1 and 2, and the scheduled Unit Price additions defined in the District Architect's report dated July 16, 2014.

NEW JERSEY SCHOOLS INSURANCE GROUP RESOLUTION INDEMNITY AND TRUST RENEWAL AGREEMENT

4. **THIS AGREEMENT**, made this 22nd day of July 2014, in the County of Morris, State of New Jersey, by and between New Jersey Schools Insurance Group, hereinafter referred to as "**NJSIG**", and the Board of Education of the Borough of Rockaway, hereinafter referred to as "**Educational Institution**";

WHEREAS, the **NJSIG** seeks to provide its members with protection, services and savings relating to insurance and self-insurance;

WHEREAS, two or more educational institutions have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto;

WHEREAS, the **Educational Institution** has resolved to apply for and/or renew its membership with NJSIG; and

WHEREAS, the **Educational Institution** certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to **NJSIG**.

NOW, THEREFORE, it is agreed as follows:

- a. The **Educational Institution** hereby establishes/renews its membership with **NJSIG** for a three (3) year period, beginning July 1, 2014, and ending July 1, 2017 at 12:01 a.m. eastern standard time.
- b. The **Educational Institution** agrees to participate in **NJSIG** with respect to the types of coverage stated in the Renewal of Membership Resolution, attached hereto as Exhibit "A".
- c. The **Educational Institution** hereby ratifies and affirms the bylaws and other organizational and operational documents of **NJSIG** and as from time to time amended by **NJSIG** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith,
- d. The **Educational Institution** agrees to be a participating member of **NJSIG** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG Plan of Risk Management.
- e. In consideration of membership in **NJSIG**, the **Educational Institution** agrees that for those types of coverage in which it participates, the **Educational Institution** shall jointly and severally assume and discharge the liability of each and every member of **NJSIG** all of whom, as a condition of membership in **NJSIG**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Institution** is pledged to the punctual payment of any sums which shall become due to **NJSIG** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
- f. If **NJSIG**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Educational Institution** agrees to reimburse **NJSIG** for all such reasonable expenses, fees and costs on demand.
- g. **The Educational Institution** and **NJSIG** agree that **NJSIG** shall hold all monies paid by the **Educational Institution** to **NJSIG** as fiduciaries for the benefit of **NJSIG** claimants all in accordance with applicable statutes and/or regulations.
- h. **NJSIG** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A: 18B-1 *et. seq.* and such other statutes and regulations as may be applicable.

The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute this Agreement to renew membership.

Exhibit A

RESOLUTION TO JOIN

THE NEW JERSEY SCHOOLS INSURANCE GROUP

ERIC WEST

2014-2017

WHEREAS, N.J.S.A. 18A:18B-1, *et seq.*, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

WHEREAS, the Board of Education of the Borough of Rockaway School District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Board of Education of the Borough of Rockaway School District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;

WHEREAS, the Board of Education of the Borough of Rockaway School District under its obligations as a member of the New Jersey Schools Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of this Group.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF ROCKAWAY SCHOOL DISTRICT:

THAT the Board of Education of Borough of Rockaway School District joins with other school districts in organizing and becoming members of the New Jersey Schools Insurance Group; and

THAT, by adoption and signing of this resolution, the Board of Education is hereby joining the New Jersey Schools Insurance Group in accordance with the terms of the attached Indemnity and Trust Agreement, effective the date indicated below, for the following types of insurance:

Property X	EDPX	General LiabilityX	Umbrella/ExcessX
Equip Breakdown X	Crime/BondsX	Automobile LiabilityX	Errors OmissionsX
Auto Physical DamageX	Workers' CompensationX		

Adopted by the Board of Education of the Borough of Rockaway School District, New

Jersey, this 22nd day of July 2014 for a three year term.

5. Be it resolved by the Rockaway Borough Board of Education to approve the contract in the amount of \$1,884.80 with Collins Education Associates LLC, West Newbury, MA, to provide a Writing Program Workshop in accordance with their proposal of April 29, 2014.
6. Be it resolved by the Rockaway Borough Board of Education to approve the contract in the amount of \$1,350 with CPR Professionals, Inc., Denville, NJ, to provide CPR/AED Training in accordance with their proposal of June 24, 2014.
7. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request to accept the following students from outside school districts to attend special education programs at Rockaway Borough for the 2014/2015 school year:

Student #	Sending District	Program Attending	Tuition –(Rockaway Borough to bill sending district)	Personal Aide
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#172	Wharton	MD Classroom	\$33,044	NA
#142	Mine Hill	MD Classroom	\$33,044	\$8416.17 (shared aide)
#177	Dover	PALS ½ Day/Pre-K ½ day	\$20,113	\$18,413

8. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for following students to attend out of district placement for 14/15 school year as per IEP:

Student #	Location	Cost	Transportation	Additional Cost
50	Banyan School	\$50,698.80	To be determined	Physical Therapy through third party provider to be determined
86	Youth Consultation Service/Sawtelle Learning Center	\$53,973.00 \$29,127.60 – personal aide	Rockaway Borough	NA
07	Willowglen Academy-Newton Campus	\$48,981.60	NA	NA
108	Wharton A-Stars	\$5,312 (ESY session previously approved attending at May board meeting) \$Fall tuition to be determined	Rockaway Borough	OT additional cost per session through PG Chambers direct billing at \$84/hr
163	Sage Day	\$51,975.00	ESC	NA
168	The Children's Institute	\$56,025.45	Rockaway Borough	OT/PT Through AJL Therapy for Kids, LLC 2 hours per week at \$90.00/hour
175	Chapel Hill Academy	\$57,240.00	ESC	NA

9. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for ABA Home component services as per IEP for 2014-2015 school year as follows:

Student #	Hours per week	2014/2015 school year	Provider	Provider Rate
108	Up to 3.5 hour direct ABA per week/.5 hours indirect per week	9/2/2014 – 6/30/2015	KellyAnn consulting	\$75.00 /hour
86	5 hours ABA per week (*10 hours when school not in session)	9/2/2014 – 6/30/2015	Dave Koenig	\$50.00/hour
16	Up to 2 hours ABA every month	9/2/2014 – 6/30/2015	KellyAnn consulting	\$75.00/hour
#167	Up to 14 hours ABA parent training for	14/15 school year	KellyAnn Consulting	\$75.00/hour *not to exceed \$1050 for year

#168	14/15 school year (.5 hours of indirect service per week when training provided)			
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10. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for the following contractors to provide speech, occupational therapy, physical therapy and behavioral services and/or evaluations for the 2014/2015 school year on an as needed basis if necessary:

- Educational Services Commission of Morris County
- Speech Therapy, LLC
- PG Chambers
- Advance Education Advisement
- Hillmar, LLC – Bilingual evaluations
- Behavior Therapy Associates
- Progressive Therapy

11. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for PG Chambers to provide on-site Physical Therapy services to students listed below for the 2014/2015 school year. Services billed to district at hourly rate of \$84.00. Additional evaluations as needed at \$445.00 per evaluation. Students to receive PT services as indicated in their IEP.

Student #	Grade	Frequency per week
169	Pre-K	1 x individual 1 x group
155	Pre-K	2 x individual
181	Pre-K	2 x individual
145	K	1 x individual
3	K	1 x group
128	1	1 x individual
144	1	1 x individual OR group
162	1	1 x individual, 1 x grp OR Individual
186	2	1 x group
400	2	1 x individual
108	3	2 x individual 1 x group
96	4	consult as needed
65	5	Adaptive PE to continue, PT to phase out

12. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for Michelle Lawton to provide a FBA and Behavior management plan for student #128 for the 2014/2015 school year, not to exceed a total of 4hours at a rate of \$125 perhour.
13. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for behaviorist Michelle Lawton to provide services for 2014-2015 school year for MD/PALS Program, September 2014 – June 2015 not to exceed 10 hours per week at a rate of \$125 per hour.

14. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for Lisbeth Schnurman to provide speech therapy for the Extended School Year during the week of 7/28/2014 – 8/1/2014 at the contracted rate of \$37.06 per hour for 17.5 hours plus 1 hour paid prep period.
15. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for Rockaway Borough to provide transportation to Uncommon Thread for students #168 (8/4/2014 – 8/29/2014) and student #167 (8/25/2014 – 8/29/2014).

B. PERSONNEL

Be it resolved by the Rockaway Borough Board of Education to approve Personnel Items # 1-9.

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

1. Be it resolved by the Rockaway Borough Board of Education to approve Nicole McCarter as the district's BSI Teacher beginning September 1, 2014 to June 30, 2015. Mrs. McCarter will be placed on Step MA-4 of the teachers guide at an annual rate of \$51,250.00
2. Be it resolved by the Rockaway Borough Board of Education to approve Heather Doering as the district's First Grade Teacher beginning September 1, 2014 to June 30, 2015. Ms. Doering will be placed on Step BA-1 of the teachers guide at an annual rate of \$47,150.00.
3. Be it resolved by the Rockaway Borough Board of Education to approve Amy McConnell as the districts 7th and 8th Grade Social Studies Teacher beginning September 1, 2014 to June 30, 2015. Ms. McConnell will be placed on Step BA-1 of the teachers guide at an annual rate of \$ 47,150.
4. Be it resolved by the Rockaway Borough Board of Education to approve Antonia Zangara as the district's maternity leave Multiple Disabilities replacement teacher from September 1, 2014 to June 30, 2015. Ms. Zangara will be placed on Step BA-1 of the teachers guide at an annual rate of \$47,150.00.
5. Be it resolved by the Rockaway Borough Board of Education to approve Morgan Abrams as the district's Learning Language Disabilities Teacher beginning September 1, 2014 to June 30, 2015. Ms. Abrams will be placed on Step BA-1 of the teachers guide at an annual rate of \$47,150.00.
6. Be it resolved by the Rockaway Borough Board of Education to approve Jamie Argenziano as the district's Supervisor of Curriculum and Instruction beginning August 1, 2014 to June 30, 2015 at annual salary of \$75,000.00
7. Be it resolved by the Rockaway Borough Board of Education to approve a retroactive increase for Sandy Patamia for the 2012-2013 and the 2013-2014 school year to a rate of \$17.12 per hour.
8. Be it resolved by the Rockaway Borough Board of Education to approve Liliana Ferraro as a substitute teacher for the 2014-2015 school year at a rate of \$80.00 per day.
9. Be it resolved by the Rockaway Borough Board of Education to approve Nolan Panzica as a substitute teacher for the 2014-2015 school year at a rate of \$80.00 per day.

C. POLICY

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

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

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 _____ - _____.
2. Be it resolved by the Rockaway Borough Board of Education to approve the acceptance of the Violence and Vandalism Report for January 1, 2014 through June 30, 2014.

XI. Comments from the Public

II. Motion to go into Executive Session

The next topic on the agenda relates matters which constitute 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 possible litigation matters, 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 8:10pm by a unanimous roll call vote (Rogers/Smith)

XII. Motion to go into open session.

The motion was approved at 8:20pm by a unanimous roll call vote (Rogers/Smith)

XIII. Motion to Adjourn

There being no further business before the Board, a motion was approved unanimously at 8:31am to adjourn for the evening. (Rogers/Smith)

Respectfully submitted,

Edward J. Appleton
Interim School Business Administrator/
Board Secretary

**ROCKAWAY BOROUGH BOARD OF EDUCATION
THOMAS JEFFERSON SCHOOL FIELD TRIP REQUESTS**

APPROVED AT THE _____ BOARD OF EDUCATION MEETING

GRADE	TEACHERS	DATE	TIME DEPART/RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
8 th	8 th grade teachers	9/26/14	8:30 am 3:30 pm	9/11 Memorial	75	9	TBD waiting for bus quote	9/11 Memorial Museum & 9/11 Memorial Site. This is the second year the 8 th grade class will visit the 911 site. This year the visit includes a trip to the 9/11 Memorial Museum. This ties NJCCSS & the Social Studies curriculum.
4 – 6 th MD	Holmes	7/23/14	10:30 am 11:45 am	Hey Jude's Eatery	5	4	\$0.	To practice community skills such as ordering food and how to pay for items.
4 – 6 th MD/ 4 – 7 ESY/ 1-3 EYS	Holmes/Dobbs /Keegan/Coulth er	8/1/14	10:00 am 11:45 am	Castle Cove Mini-gold and arcade	24	15	\$7.00	To practice community skills such as ordering food and how to pay for items.
5 – 7 th	Keegan /Dobbs	7/25/14	11:00 am 11:30 am	Rockaway Borough Library	9	6	\$0.	To introduce students to the public library.
MD/K - 3	Holmes /Coulther	7/25/14	10:15 am 11:00 am	Rockaway Borough Library	14	9	\$0.	To introduce students to the library.

PRINCIPAL'S APPROVAL _____ DATE _____

SUPERINTENDENT'S APPROVAL _____ DATE _____