

Rockaway Borough Board of Education
Rockaway, New Jersey
REGULAR PUBLIC MEETING
Thomas Jefferson Cafeteria
Tuesday, March 17, 2015
MINUTES
7:30pm

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.

III. 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

IV. Superintendent's Report

- Principals' Reports
 - Thomas Jefferson School Principal Mark Schwarz – PARCC Testing, Friday school will celebrate PI Day, Volleyball Club participation in Tournament Odyssey of the Mind Competition, DARE meeting Monday Night
 - Lincoln School Principal Phyllis Alpaugh – How to Train a Dragon, Kindergarten Registration, Updating Kindergarten Handbook with move to full day program
- School Calendar – proposed 2015-2016, status 2014-2015
- Facilities Update – Broken water pipe at Thomas Jefferson School, repairs scheduled Friday, 3/27/2015 after student dismissal; Thomas Jefferson School gymnasium roof water leak repairs anticipated next week
- PARCC
 - No major issues or concerns
 - 4th and 5th grade done
 - 6th and 7th done
 - 3rd and 8th currently
 - 8 TJ Opt-Out
 - 2 Lincoln School Opt-Out
- Budget – 2015-2016 Tentative Budget on Agenda, Flat State Aid, Full Day Kindergarten, After School Program, Language Arts Textbook Adoption, Rockaway Borough Valuation Taxable Flat

V. Comments from the Public (Related to Agenda Items Only) - none

VI. Motion to approve the attached list of budget transfers for the month ending February 28, 2015.

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/Lugo)

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

February 2015 \$762,349.50

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/Lugo)

IX. Motion to approve the Board Secretary and Treasurer's Reports for January 2015.

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

X. Motion to approve the minutes from the February 10, 2015 and the February 24, 2015 Board of Education meetings.

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

XI. COMMITTEE REPORTS

FINANCE

Be it resolved by the Rockaway Borough Board of Education to approve Finance Items # 1-6.

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

1. Be it resolved by the Rockaway Borough Board of Education to approve the attached list of Professional Development/Travel Expenditure requests.
2. Be it resolved by the Rockaway Borough Board of Education to approve the attached list of Field Trip requests.
3. Be it resolved by the Rockaway Borough Board of Education to approve the Cafeteria Checking Account and Cafeteria Reconciliation Reports for January 2015.
4. Be it resolved by the Rockaway Borough Board of Education to approve to enter into contract with Netcong Elementary School at an annual tuition of \$24,090.00 for student #197. –

5. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for A|L Therapy to provide occupational therapy services for out of district student #175 for 2 sessions per week 2/12/15 - 6/30/15 at a cost of \$90 per hour.
6. **BE IT RESOLVED** that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>TOTAL</u>
2015-16 Total Expenditures	\$8,570,499	\$ 400,981	\$8,971,480
Less: Anticipated Revenues	<u>870,478</u>	<u>400,981</u>	\$1,271,459
Taxes to be Raised	<u>\$7,700,021</u>	<u>\$ 0</u>	<u>\$7,700,021</u>

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at Thomas Jefferson School, 95 E Main St, Rockaway, New Jersey on May 5, 2015 at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

Adjustment Banked Cap

BE IT FURTHER RESOLVED that the Rockaway Borough Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$50,688 for the purpose of upgrading the district's technology. The district intends to complete said purpose by June 2016; and

Travel and Related Expense Reimbursement

WHEREAS, the Rockaway Borough Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$5,000 for all staff and board members.

Professional Services

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3-14

NOW, THEREFORE, BE IT RESOLVED, that the Rockaway Borough Board of Education hereby establishes the following maximums for the 2015-2016 year as follows:

• Architecture/Engineering	\$ 2,500
• Legal	\$ 10,000
• Audit	\$ 18,150
• Physician	\$ 7,051
For a total amount of	\$ 37,701

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

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 (Lugo/Smith)

1. Be it resolved by the Rockaway Borough Board of Education to approve the attached school calendar for the 2015 – 2016 school year.
2. Be it resolved by the Rockaway Borough Board of Education to accept the Superintendent's Harassment, Intimidation and Bullying report dated March 17, 2015 for incident numbers TJ 201415-11 through TJ201415-12.

PERSONNEL

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

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

- I. Be it resolved by the Rockaway Borough Board of Education to approve Hal Mordkoff as substitute teacher for the remainder of the 2014 – 2015 school year at a daily rate of \$85.00 per day for the first 10 days and \$90.00 for any additional days.

XIII Old Business - none

XIV New Business - none

XV Comments from the Public - none

XVI Motion to go into Executive Session

The next topic on the agenda relates to negotiations, student and personnel 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 negotiations, student and personnel 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 8:38 pm by a unanimous roll call vote (Lugo/Smith)

XVII Motion to go into Open Session

The motion was approved at 9:09 pm by a unanimous roll call vote (Lugo/Smith)

XVIII. Motion to Adjourn

There being no further business before the Board, a motion was approved unanimously at 9:10 pm to adjourn for the evening. (Haines/Rogers)

Respectfully submitted,

Edward J. Appleton
Interim School Business Administrator/ Board Secretary

**ROCKAWAY BOROUGH BOARD OF EDUCATION
FIELD TRIP REQUESTS**

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDEN T	REASON FOR TRIP
MD – APE	Onischuk/Zangara/ Miller/Murphy/Quirke	3/24/15 Snowdate 3/25/15	10:00 am 12:00 pm	Rockaway Lanes/Rockaway	5	5	\$0.	Used as a reward for incentive program in class; introduce students to activities outside the PE setting.
2 nd	Medore/Tuluca/ Yobs	6/12/15	9:00am – 2:00pm	Red Mill Museum	65	12	\$6.00	To enhance and build upon Social Studies curriculum.

Superintendent Approval _____ Date_____

Board Approved _____

**ROCKAWAY BOROUGH PUBLIC SCHOOLS
PROFESSIONAL DEVELOPMENT/TRAVEL EXPENDITURE APPROVAL REQUEST**

NAME	TRAVEL/WORKSHOP LOCATION	DATE	WORKSHOP/ CONVENTION EXPENSES	OTHER EXPENSES	PURPOSE OF THE TRIP
Catherine Orosz	Copeland Middle School Rockaway	3/17/15	\$0.		To observe experienced science teachers teaching, share (gain) lesson and lab ideas, discuss curriculum and pacing. As a 1 st year teacher with no other experienced science teachers in the building. I feel my instruction will improve by seeing experienced and effective science teachers in action.
Nicole McCarter	Parsippany	5/6/15	\$235.00		This workshop will benefit my WIN/BSI program with K-3 grade students with strengthening of comprehension.
Maryann Medore	College of St. Elizabeth	4/21/15	FREE		New strategies and resources for meeting NJ mandate on Holocaust Education.

Superintendent Approval _____ Date _____

Board Approved _____