

Rockaway Borough Board of Education
Rockaway, New Jersey
REGULAR PUBLIC MEETING
Thomas Jefferson Cafeteria
Tuesday, September 29, 2015
8:00pm
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.

III. Roll Call

Board Members Present: Jeffrey Tobias, Tim Rogers, Christa Smith, Vice President Eileen Haynes, , Board President Debra McNally

Board Member Absent: N/A

Administration Present: Superintendent of Schools Mark Schwartz, Interim School Business Administrator/Board Secretary Edward J. Appleton

IV. Superintendent's Discussion Items

- ✓ Principals' Report - Stefanie Bonaparte & Phyllis Alpaugh: Back to School night, New Spanish teacher, Cross country teams doing well, Cyber bullying program, Talent show, Book fair, Washington DC Trip in planning stage, TJ facebook page
- ✓ Facilities Report – Chris Kelly: Focus on facilities checklist, exterior landscaping, Quote received for additional card swipes
- ✓ Technology Report – Backup system up and running, phone system
- ✓ Curriculum Report – resolutions on agenda
- ✓ DEAC Report
- ✓ Community Awareness – Preparing pamphlet
- ✓ NJSBA – County meeting held
- ✓ Legislative Updates
- ✓ Policy Updates – resolutions on agenda
- ✓ Ed Appleton School Business Administrator's resignation

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

- VI. Committee Reports** Mark Tobias added to Board Finance Committee

- VII. Motion to approve the attached list of budget transfers** dated September 1, 2015 through September 29, 2015.

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

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

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

IX. **Motion to approve the manifest of bills** from the Finance Committee as follows.

Resolution Withdrawn

X. Be it resolved by the Rockaway Borough Board of Education to approve of the Board Secretary's and Treasurer's Reports for July 2015 and August 2015 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 (Haynes/Rogers)

XI. COMMITTEE REPORTS

A. FINANCE

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

The motion was approved by 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.
2. Be it resolved by the Rockaway Borough Board of Education to approve the attached professional development/travel requests.
3. Be it resolved by the Rockaway Borough Board of Education to approve the minutes from the August 18, 2015 and September 8, 2015 Board of Education meetings.
4. Be it resolved by the Rockaway Borough Board of Education to approve the contract in the amount of \$2,400 with the Educational Services Commission of Morris County for participation in the 2015-2016 Bid Purchasing Program.
5. Be it resolved by the Rockaway Borough Board of Education to approve a contract in the amount of \$821 with Pro-media Technology Services, Inc., Little Falls, NJ to provide Cisco 1 Year Smartnet Technical Support for the period 9/10/2015 to 9/9/2016.
6. **WHEREAS**, Mr. Mark Schwarz is attending the annual New Jersey School Boards Association (NJASBA) Conference on October 27-29, 2015 in Atlantic City, New Jersey; and

WHEREAS, the attendance at stated function was previously approved by the Rockaway Borough Board of Education, as work related and within the scope of the work responsibilities of the attendee and

WHEREAS, the attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at this function will be in compliance with state travel payment guidelines established by the Department of Treasury and the Federal Office of Management and Budget;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent, the Rockaway Borough Board of Education approves the attendance of Mark Schwarz at the annual New Jersey School Boards Association (NJSBA) Conference on October 27-29, 2015 in Atlantic City, New Jersey; and

THEREFORE, BE IT FURTHER RESOLVED, that the total cost for conference registration shall not exceed \$250.00 and lodging costs will not exceed \$200.00.

7. Be it resolved by the Rockaway Borough Board of Education to approve a contract with the Flemington-Raritan Regional School District in the amount \$900 to provide On-Going Professional Development for the Reading Recovery program for the 2015-2016 school year.
8. Be it resolved by the Rockaway Borough Board of Education to approve the 2015-2016 Joint Transportation Agreement with the Educational Services Commission of Morris County.
9. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for a bilingual social evaluation to be performed by Hillmar, LLC for student #204 at a cost of \$500.00.
10. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for the following student's out of district extraordinary services:

<u>Student #</u>	<u>Location</u>	<u>Service Period</u>	<u>Cost</u>	<u>Transportation</u>
86	YCS – Sawtelle Learning Center	2015 - 2016	\$202.22 per diem (\$36,399.60) personal aide	Rockaway

B. PERSONNEL

Be it resolved by the Rockaway Borough Board of Education to approve Personnel Items # 1 – 8.

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

1. Be it resolved by the Rockaway Borough Board of Education to approve the Auxiliary Secretary position at Thomas Jefferson School to be increased from part time to full time effective October 1, 2015.
2. Be it resolved by the Rockaway Borough Board of Education to approve with regret the resignation of Michele Tomes as a cafeteria/playground aide effective June 21, 2015.
3. Be it resolved by the Rockaway Borough Board of Education to approve with regret the resignation of Edward Appleton as the interim Business Administrator effective November 1, 2015. Mr. Appleton will continue his employment in the education field in the Secaucus School District.
4. Be it resolved by the Rockaway Borough Board of Education to approve Yvonne Hellwig as the districts Business Administrator/Board Secretary beginning on or about November 30, 2015 to June 30, 2016 at an annual salary of \$102,000.00 (pro-rated).
5. Be it resolved by the Rockaway Borough Board of Education to approve Robin Heins as a district personal/instructional aide retroactive to September 21, 2015 to June 30, 2016 at a rate of \$14.00 per hour. (Final rate may be determined upon the completion of negotiations)
6. Be it resolved by the Rockaway Borough Board of Education to approve Nolan Panzica as the evening custodian at Lincoln school retroactive to September 9, 2015 to June 30, 2016. Mr. Panzica will be placed on Step C-1 of the custodial guide at an annual rate of \$33,720.00 (to be pro-rated). (Final rate to be determined upon the completion of negotiations)

7. Be it resolved by the Rockaway Borough Board of Education to approve Roselli Guardia as the Spanish Teacher retroactive to September 25, 2015 to June 30, 2016. Mr. Guardia will be placed on Step MA - 4 of the teacher guide at an annual rate of \$51,250.00 (to be pro-rated). (Final rate to be determined upon the completion of negotiations)
8. Be it resolved by the Rockaway Borough Board of Education to approve the following extra-curricular advisors for the 2015-2016 school year: (Final rate to be determined upon the completion of negotiations)

Activity	Advisor
Assistant Director of Musical	Judy O'Hara
Baseball	Mike Onischuk
Boys Basketball	*Mike Onischuk *Mike Leahey
Director of Musical	Teddy Love
Girls Basketball	Bob Longo
National Junior Honor Society	Courtney Hartnett
Softball	Bob Longo
Solar Car Advisor	Catherine Orosz
Volleyball Club	*Mike Onischuk *Mike Leahey *Jennifer Widuta

***shared stipend**

C. POLICY

Be it resolved by the Rockaway Borough Board of Education to approve Policy Items # 1-5.

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

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 following people to be named as the Rockaway Borough Schools District Evaluation Advisory Committee:

Carol Coulther	Michelle Rice
Daniele Ferrone	Phyllis Alpaugh
Jerelyn Hurley	Jamie Argenziano
Steven Petry	Stephanie Bonaparte
Sherry Rich	Mark Schwarz
Eileen Haynes	

3. Be it resolved by the Rockaway Borough Board of Education to approve the following people to be named as the Lincoln School Improvement Panel:

Phyllis Alpaugh	Kathy Stanton
Nicole McCarter	

4. Be it resolved by the Rockaway Borough Board of Education to approve the following people to be named as the Thomas Jefferson School Improvement Panel:

Stephanie Bonaparte	Jamie Argenziano
Janet Dobbs	

5. Be it resolved by the Rockaway Borough Board of Education to accept the first reading of the following policies and regulations

Policy/Reg #	Policy/Reg Name
P5330	Administration of Medication
R5330	Administration of Medication
P5339	Screening for Dyslexia
P5756	Transgender Students

D. CURRICULUM

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

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

1. Be it resolved by the Rockaway Borough Board of Education to approve the following updated and aligned Rockaway Borough Curricula:
 - Performing Arts K-8
 - English Language Arts Grades 6-8
2. Be it resolved by the Rockaway Borough Board of Education to approve the following Rockaway Borough Curricula:
 - Accelerated Reader Program Curriculum

XII. Old Business/New Business - none

XIII. Comments from the Public - none

XIV. Motion to go into Executive Session

The next topic on the agenda relates to a student matter 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 a student matter, 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 by at 8:44 pm by unanimous roll call vote (Haynes/Rogers)

XV. Motion to go into open session

The motion was approved at 8:55 pm by a unanimous roll call vote (Haynes/Smith)

XV1. Motion to Adjourn

There being no further business before the Board, a motion was approved unanimously at 9:07 pm to adjourn for the evening (Haynes/Smith).

Respectfully submitted,

Edward J. Appleton
Interim School Business Administrator/ Board Secretary

ROCKAWAY BOROUGH PUBLIC SCHOOLS
Professional Development/Travel Expenditure Approval Request

NAME	TRAVEL/WORKSHOP LOCATION	DATE	WORKSHOP/ CONVENTION EXPENSES	OTHER EXPENSES	PURPOSE OF THE TRIP
Phyllis Alpaugh	Morris County Association of Elementary and Middle School Administrators Zeris Inn at Mt. Lakes, NJ	10/8/15	Free		Workshop focuses on the important role of social emotional learning to support core instruction
Denise Jacobus	New Jersey Dept of Education Passaic County Public Safety Academy, Wayne, NJ	10/9/15	Free		Training for Emergency Management team members
Kathy Stanton	New Jersey Dept of Education Passaic County Public Safety Academy, Wayne, NJ	10/9/15	Free		Training for Emergency Management team members
Phyllis Alpaugh	McKinney Vento Essex County Hospital Cedar Grove, NJ	10/23/15	Free	40 miles @ .31 \$12.40	Increase personal knowledge to support district in regards to implementation of McKinney Vento Homeless Education Act.
Susanne Lonergan	Reading Recovery Copper Hill School Ringoes, NJ	11/11/15 12/9/15 3/9/16 4/13/16 5/18/16	Free	101 miles@.31=\$31.31 101 miles@.31=\$31.31 101 miles@.31=\$31.31 101 miles@.31=\$31.31 101 miles@.31=\$31.31	Ongoing professional development in adherence with Reading Recovery guidelines to assure quality of the program.
Jennifer Marsh	Reading Recovery Copper Hill School Ringoes, NJ	11/11/15 12/9/15 3/9/16 4/13/16 5/18/16	Free	101 miles@.31=\$31.31 101 miles@.31=\$31.31 101 miles@.31=\$31.31 101 miles@.31=\$31.31 101 miles@.31=\$31.31	Ongoing professional development in adherence with Reading Recovery guidelines to assure quality of the program.
Kathy Stanton	Saint Clare's Health System Dover, NJ	11/5/15	\$25.00		Improve knowledge in how to handle emergency situations as related to my role as emergency management committee chair.
Alise Holmes	Handle With Care Vineland, NJ	10/22/15	\$400.00		Used as a behavior management and de- escalation system

(Continued on next page)

ROCKAWAY BOROUGH PUBLIC SCHOOLS
Professional Development/Travel Expenditure Approval Request

McConnell	NJ Council for the SS Annual Conference, Rutgers, Piscataway, NJ Day 1 Grades K-8; Day 2 Grades 9-12	10/20/15 10/21/15	\$150 by 10/9 or \$170 after		Professional development for social studies teachers. Particular emphasis is placed on the Common Core for Social Studies, problem-based learning and critical thinking.
Capen	NJ Council for the SS Annual Conference, Rutgers, Piscataway, NJ Day 1 Grades K-8	10/20/15	\$80 by 10/9 or \$90 after		Professional development for social studies teachers. Particular emphasis is placed on the Common Core for Social Studies, problem-based learning and critical thinking.
Orosz	JSS Workshop: Build It, Teach It, Cedar Knolls, NJ	12/10/15	\$0.		To train the Solar Car Club advisor on best practices for teaching about gear ratios and building/engineering the cars. To learn about new progress journal requirements.
Onischuk	GMCJSCA Annual Mtg & Scheduling Conf, Randolph	10/7/15	\$0.		Required for the efficient operation of the Athletic Program.
Dattoli	Morris County Vocational School/Denville	10/1/15	\$0.		Gain information on programs offered and application process for MCVSD in order to better assist 8 th graders with high school planning.
Chris Kelly	NJSBGA – Northwest 36 Hampton House Road Newton, NJ	10/28/15 11/25/15 12/16/15 1/27/16 2/24/16 3/23/16 4/27/16 5/25/16 6/15/16	\$0		New Jersey Buildings and grounds Association Monthly Chapter Meetings. To be informed as the district Certified Education Facilities Manager and to stay informed regarding the latest codes and safety requirements
Christine Matrisciano	National Business Institute, Saddle Brook, NJ	12/10/15	\$359.00	\$0	To learn more about Special Education law and IEP development, as well as 504 plans.
Cindy O'Brien Jamie Argenziano	PARCC Reports Hilton Garden Inn Rockaway, NJ	10/2/15	\$35.00		A workshop to review how to analyze the data from the PARCC assessment as well as how to use it to inform student learning.

THE FOLLOWING TRAVEL EXPENSES WERE APPROVED BY THE ROCKAWAY BOROUGH BD OF ED ON _____

**ROCKAWAY BOROUGH BOARD OF EDUCATION
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
MD	Zangara	10/13/15	10:30 am 12:30 pm	Sun High Orchards, Randolph	7	4	\$0.	To enhance the science curriculum with real world connections and interdisciplinary math skills as well as to foster growth in college and career readiness.
6-8	Love	10/8/15	Approx.. 9:00 am Approx. 2:30	Instrumental Music Day – Morris Knolls	25	2	\$0.	TJ Middle School students will get the experience of meeting, working and playing with other band students from the sending district, as well as becoming familiar with the program and opportunities offered to them at the High School. This will provide a rich and rewarding experience for those students involved in our instrumental music program.
7	Leahey/O'Brien	10/28/15	8:30 am 1:30 pm	Sleepy Hollow Cemetery	73	7	\$35.	This field trip will enhance student learning of Washington Irving's "The Legend of Sleepy Hollow".
8	O'Brien	10/30/15	9:00 am 1:30 pm	Pax Amicus Theatre	68	8	\$27.50	Critical interpretation of theatre aligned with CCSS ELA – CCRA S.L.2, CCRA R.7
7/8	O'Brien	11/19/15	9:00 am 12:30 pm	Morris Hills HS	39	2	\$0.	An enrichment activity which requires students to evaluate the plot of a play and write a critical review. Some reviews will be featured in the school newspaper. Aligned with CCSS: CCRA S.L.2, CCRA R.7.
4 th	Blackadar, Rich, Fowler	5/26/16	9:15 am 3:00 pm	Sterling Mine Mineral Museum	65	11	\$22.00	To address science standards through an interactive field experience.

THE FOLLOWING FIELD TRIP REQUESTS WERE APPROVED BY THE ROCKAWAY BOROUGH BD OF ED ON _____