

Rockaway Borough Board of Education
Rockaway, New Jersey
WORK SESSION MINUTES
Thomas Jefferson School Cafeteria
Tuesday, November 10, 2015
7:00pm

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. Board Secretary Pro Tempore Resolution: Be it resolved by the Rockaway Borough Board of Education to approve Mark Schwarz as the Board Secretary Pro Tempore on this Tuesday, November 10, 2015.

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

IV. Roll Call

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

Board Member Absent: N/A

Administration Present: Superintendent of Schools, Mark Schwarz

V. Student Government Organization Oath of Office Ceremony

Thomas Jefferson School Principal, Stephanie Bonaparte, and Student Government Organization Advisor, Amy McConnell, led the ceremony in which the 2015-16 SGO Officers and Homeroom Representatives took their Oath of Office.

VI. Superintendent's Discussion Items

- **Student Personal Electronics Use** –Mr. Schwarz and Mrs. Bonaparte provided information regarding the permission of student personal electronics use in school at specific times and in certain locations. School data indicate that although most students use their devices responsibly, there has been an increase in abuse recently, particularly due to “ethereal apps” such as Snapchat. Mrs. McNally recommended prioritizing educating students in the responsible use of electronics and exercising caution if privileges were to be restricted. She also recommended finding a replacement privilege.
- **Veteran's Day Events** – Mr. Schwarz commended social studies teachers for the various Veteran's Day plans for the district, which included a collaboration with local American Legion to retire aged United States flags,

PK-8 students participating in a “Wish for our Soldiers Activity, and a fundraiser to benefit the GI GO Fund.

- **Social Media Access** – Mr. Schwarz introduced the topic of teacher access to social media and other sites that are currently blocked by the firewall. Mrs. Haynes recommended setting different profiles for teachers and students. Mrs. McNally agreed that providing staff with bypass codes in the meantime would be acceptable. Mr. Schwarz indicated that the codes would not be provided without guidance for appropriate use.
- **Transgender Policy Proposal** – Mr. Schwarz recommended tabling the approval of the proposed Transgender Student policy until the Board Attorney had provided a recommendation.
- **Affordable Care Act** – Mr. Schwarz provided an update on the ACA which included the impending Excise Tax to take effect in the 2017-18 School Year.
- **PARCC Results** – Mr. Schwarz shared that PARCC scores were expected to districts in the next two weeks and indicated that the administration was currently looking to schedule a PARCC information night for parents shortly after the release of scores to parents. Mr. Schwarz also shared that the district would be receiving the Individual Score Reports and then mailing them directly to parents with a cover letter.

VII. **Comments from the Public (related to the agenda)**

Mrs. Sherry Rich thanked the Superintendent and the Board for having the discussion regarding increasing teacher access to internet resources.

Mrs. Carol Coulther inquired as to the training that teachers would receive prior to implementing the new Spanish program. Mr. Schwarz indicated that the administration would be ensuring training for any staff that would be using the new resources.

VIII. **Recommendations**

1. Recommend approval of minutes from the October 20, 2015 Rockaway Borough Board of Education meeting.
2. Recommend approval of the attached list of budget transfers dated October 21, 2015 to November 9, 2015.
3. Recommend approval of the Certification of Major Account and Line Item Status.
4. Recommend approval of the manifest of bills from the Finance Committee as follows:

November _____

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

5. Recommend approval of the Board Secretary and Treasurer’s Reports for October 2015.

A. FINANCE

1. Recommend approval of a contract with Engaged Instruction LLC of Succasunna, NJ in the amount of \$1,200.00 for 1 day professional development workshop for PARCC training on January 18, 2016.
2. Recommend approval of invoice #3506 from Northern Arizona University in the amount of \$3040.00 for the district Spanish instruction program in grades 1 – 4.
3. Recommend approval of Sales Quote #1324692 with Power Place of Rockaway, NJ in the amount of \$3646.40 for 2 Ariens ST28DLE – Pro 28” Electric Start Snow Blowers.
4. Recommend approval of Invoice #5767 with Global Compliance Network, Inc of Lansing, MI in the amount of \$1000.00 to renew the contract for unlimited Professional Development Tutorials for all staff members.

B. CURRICULUM

1. Recommend approval of Northern Arizona University Spanish Instruction program for implementation in grades 1-4.

C. POLICY

1. Recommend approval of the Memorandum of Agreement between Rockaway Borough Board of Education and the Rockaway Borough Police Department for the 2015-2016 school year.
2. Recommend approval of the 2015 – 2016 Bus Evacuation Drill log for Lincoln Elementary School.
3. Recommend approval of the 2015 – 2016 Bus Evacuation Drill log for Thomas Jefferson Middle School.
4. Recommend approval of the 2015 – 2016 District Comprehensive Maintenance Plan.
5. Recommend approval of the 2015 – 2016 District Nursing Service Plan.
6. Recommend approval of the 2015 – 2016 District Emergency Management Plan.
7. Recommend approval to adopt the following policies and regulations:

Policy/Reg #	Title
P5330	Administration of Medication
R5330	Administration of Medication
P5339	Screening for Dyslexia
P5756	Transgender Students - (withdrawn pending attorney recommendation)

IX. Resolutions

Be it resolved by the Rockaway Borough Board of Education to approve Resolution Items # 1-5,7-9 (Resolution #6 withdrawn).

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

1. Be it resolved by the Rockaway Borough Board of Education to accept the Superintendent's Harassment, Intimidation and Bullying report dated November 10, 2015 for incident number TJ 201516-02 (unconfirmed).
2. Be it resolved by the Rockaway Borough Board of Education to approve the attached list of Professional Development/Travel Expenditure requests.
3. Be it resolved by the Rockaway Borough Board of Education to approve the attached list of Field Trip requests.
4. Be it resolved by the Rockaway Borough Board of Education to approve Rebecca McMichael as the district 4/5th Technology Teacher beginning on or before December 1, 2015 to June 30, 2016. Ms. McMichael will be placed on Step MA-1 of the teacher's guide at a prorated annual salary of \$40,600.00 (\$50,750.00 * 80%). (Final rate to be determined upon the completion of negotiations).
5. Be it resolved by the Rockaway Borough Board of Education to certify the attached Statement of Assurance (SOA) and District Performance Reviews (DPRs) in the areas of "Instruction and Program" and "Fiscal Management" as accurate, pursuant to N.J.A.C. 6A:30-3.1(e) in regards to the New Jersey Quality Accountability Continuum for the 2015 – 2016 school year.
6. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request for Troy Toriello to perform home instruction for student #7, as needed, during the 2015-2016 school year at a rate of up to \$60.00 per hour, 10 hours per week.
7. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request to reimburse the parents of student #168 for the cost of insurance copayments for in-home ABA therapy services, as per the child's IEP, from September 1, 2015 to June 30, 2016. Reimbursement shall not exceed \$40 every two weeks.
8. Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request of parental training services provided by The Uncommon Thread for the parents of student #168, as per the child's IEP, from September 1, 2015 to June 30, 2016. The cost of services shall not exceed 4 visits per month at \$10 per visit (\$40 per month).
9. Be it resolved by the Rockaway Borough Board of Education to approve the following substitute teachers for the remainder of the 2015 – 2016 school year at a rate of \$85.00 per day for the first 10 days and \$90.00 for any additional days:
 - Joseph Aragona
 - Kaitlyn Chamberland

X. **Old Business** - None

XI. **New Business** - None

XII. **Comments from the Public –**

Mrs. McNally congratulated the newly elected Board Members.

XIII. **Motion to enter into Executive Session**

The next topic on the agenda relates to a personnel, student and negotiations matters 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 personnel, student and negotiations 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 at 7:48pm by a unanimous roll call vote (Haynes/Rogers)

VIII. Motion to Adjourn

There being no further business before the Board, a motion was approved unanimously at 8:15 pm to adjourn for the evening (Haynes/Smith).

Respectfully submitted,

Mark Schwarz
Superintendent of Schools / Board Secretary Pro Tempore

**ROCKAWAY BOROUGH BOARD OF EDUCATION
PROFESSIONAL DEVELOPMENT/TRAVEL EXPENDITURE RECOMMENDATIONS**

NAME	TRAVEL/WORKSHOP LOCATION	DATE	WORKSHOP/ CONVENTION EXPENSES	OTHER EXPENSES	PURPOSE OF THE TRIP
Jeri Hurley	NJTESOL Spring Conference/New Brunswick	5/28/16	\$0 (to be paid by a grant from Rockaway Twp.)	\$0	Obtain the latest information on state and national initiatives and investigate topics for application in the ESL classroom.
Mark Schwarz	World Class Schools: World Class Principals Foundation for Education Administration Conference Center Monroe, NJ 08831	12/4/15	\$149.00	\$0	This presentation will feature research-to-practice on what the best principals do, and will draw from Stronge's ASCD books "Qualities of Effective Principals and Principal Evaluation": "Standards, Rubrics, and Tools for Effective Performance."
Mark Schwarz	Princeton University	11/23/15	\$0	\$0	Mr. Schwarz will meet with Christopher Campisano, Director of the Program in Teacher Preparation to explore opportunities for RBSD to partner with Princeton University.
Stephanie Bonaparte	Universal Design for Learning at Passaic County Community College, Wayne NJ	11/19/15	\$0	\$0	To increase knowledge of UDL strategies for differentiation and engagement
Cindy O'Brien	Articulation with Morris Hills High School	11/13/15	\$0	\$0	To articulate common language, resources and teaching methodology across districts
Catherine Orosz	Universal Design for Learning at Passaic County Community College, Wayne NJ	11/19/15	\$0	\$0	To increase differentiation strategies and student engagement through the use of UDL. Benefits Gen. Ed. And inclusion classes.
Janet Dobbs	Universal Design for Learning at Passaic County Community College, Wayne NJ	11/19/15	\$0	\$0	It provides ways teachers can incorporate choice menus and small group instruction.

BUILDING ADMINISTRATOR APPROVAL: _____ DATE: _____

SUPERINTENDENT APPROVAL: _____ DATE: _____

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

ROCKAWAY BOROUGH BOARD OF EDUCATION
Field Trip Requests

GRADE	TEACHERS	DATE	TIME DEPART/RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
6 th grade	Fassnacht/ Capen/McGee	5/28/16	9:00 am 2:30 pm	COPE Leadership Course/Stanhope	65	10	\$30.00	Developing teamwork, decision making and communications through teamwork building activities, group initiatives and problem solving activities on low course elements.
MD Class	Zangara	11/13/15	10:00am 11:00am	Shop-Rite, Rockaway, NJ	6	4	\$0	To enhance our Social Studies curriculum with real world connections and interdisciplinary math skills as well as to foster growth in college and career readiness.
7 th / 8 th	Isenberg	12/4/15	9:00am 2:30pm	The Visual Arts Center of NJ 69 Elm Street, Summit, NJ 07901	15	2	\$10.00	Students will learn about the Visual Arts Center of NJ's exhibition process including the curator's point of view and the artist's personal approach. The tour will address the National Core Arts Standards.
7 th / 8 th	O'Brien	11/19/15	9:00am 12:30pm	Morris Hills High School	39	2	\$0	An enrichment activity which will draw upon plot evaluation of a story in play form, as well as review writing and reporting for the school newspaper. Aligned with CCSS: CCRA S.L.2, CCRA R.7.

BUILDING ADMINISTRATOR APPROVAL: _____ DATE: _____

SUPERINTENDENT APPROVAL: _____ DATE: _____

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