

Rockaway Borough Board of Education
Meeting Minutes

Tuesday, November 28, 2017

Thomas Jefferson School Cafeteria
95 East Main Street, Rockaway, NJ 07866

Executive Session: 7:00 pm

Public Business Meeting: 7:30 pm

The meeting was called to order at 7:07 p.m., by Mrs. Christa Smith, Board President, by reading the following announcement to those present:

"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.

The Pledge of Allegiance was then held.

BOARD MEMBERS PRESENT: All Five (5): Mrs. Sarah Concannon, Mrs. Colleen Grow, Mrs. Eileen Haynes, Mr. Tim Rogers, and Mrs. Christa Smith, President.

BOARD MEMBERS ABSENT: None (0)

ADMINISTRATION PRESENT: Mrs. Phyllis Alpaugh, Superintendent of Schools, and Mr. William Stepka, School Business Admin./Board Secretary

OTHERS PRESENT: Approximately 40 parents, students and other members of the public.

EXECUTIVE SESSION: 7:07 PM

BE IT RESOLVED that the Rockaway Borough Board of Education finds it necessary to meet in Executive Session (Closed to the Public) to discuss a potential legal matter, which is exempt from the Open Public Meetings Act.

Introduced by: Mrs. Smith Seconded by: Mrs. Grow Voice Vote: All Ayes

RECONVENE TO OPEN PUBLIC SESSION: 7:27 PM

BE IT RESOLVED that the Rockaway Borough Board of Education adjourns the Executive Session and reconvenes to Open Public Session.

Introduced by: Mr. Rogers Seconded by: Mrs. Grow Voice Vote: All Ayes

- I. Comments from the public
There was none at this time.

- II. Student Government Organization Oath of Office Ceremony
Mr. Stepka swore in the members of the Thomas Jefferson Student Government and they in turn swore in their classroom representatives for the 2017-18 school year. Mr. Waxman then presented certificates to the officers and representatives present. A brief recess was taken for Board members and administration to personally congratulate the students.

- III. Spotlight on RAMS--ST Math
Mrs. Argenziano, Supervisor of Curriculum & Instruction, presented a student hands on demonstration of the new RAMS & ST Math software.
- IV. Retiree Recognition
Mrs. Alpaugh recognized and thanked our long term retired staff members for their service.
- V. Superintendent Topics
 - A. Principals' Reports
Ms. Dachisen & Mr. Waxman verbally presented their reports to the Board.
 - B. Curriculum Report
Mrs. Argenziano verbally presented her report to the Board.
 - C. Technology Report
Mr. Stepka read Mr. Reyes' report to the Board.
 - D. Facilities Report
Mr. Michael Klein verbally presented his report to the Board.
 - E. Special Reports
There was none at this time.
 - F. Special/Upcoming Events
Mrs. Alpaugh reviewed some upcoming school events.
- VI. Committee Reports
 - A. Education Committee
Mrs. Grow gave an update regarding the committee's activities.
 - B. Human Resources Committee
There was no report at this time.
 - C. Operations Committee
There was no report at this time.
- VII. Consent Agenda

Be it resolved by the Rockaway Borough Board of Education to make all items designated with an asterisk (*) part of a consent agenda and approved.

Motion By: Mrs. Smith		Seconded By: Mrs. Grow		
Board Member	Aye	Nay	Abstain	Absent
Mrs. Sarah Concannon	X			
Mrs. Colleen Grow	X			
Mrs. Eileen Haynes	X			
Mr. Tim Rogers	X			
Mrs. Christa Smith	X			

All motions unanimously carried.

VIII. Meeting Minutes

1. *Be it resolved by the Rockaway Borough Board of Education to approve the minutes from the October 17, 2017 Board Meeting.

IX. Finance

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 budget transfers for the month of September, 2017.
3. *Be it resolved by the Rockaway Borough Board of Education to approve the Board Secretary and Treasurer's Reports for September 2017.
4. *Be it resolved by the Rockaway Borough Board of Education to approve the Major Account and Line Item Status, pursuant to N.J.A.C. 6A:23A16.10, in which no major account is over-expended for the month of September 2017.
5. *Be it resolved by the Rockaway Borough Board of Education to approve the manifest of bills from the Finance Committee as follows:
October 18, 2017 - November 28, 2017: \$750,183.54
The regular register is on file in the Office of the School Business Administrator/Board Secretary.
6. *Be it resolved by the Rockaway Borough Board of Education to accept tuition student #237, in the LLD program for the 2017-18 school year, at a tuition rate of \$ 29,133.00, personal aide \$16,898.10 for a total of \$46,031.10.
7. * Be it resolved by the Rockaway Borough Board of Education to approve a contract with Saint Clare's Hospital to provide Home/Bedside instruction, for one hour per day at the hourly rate of \$55.00 for student #970, and for the 2017-18 school year, as/if necessary for other students as required.
8. *Be it resolved by the Rockaway Borough Board of Education to approve payment of professional services, for completing the 2016-17 Annual School District Financial Audit, to Ferraioli, Wielkocz, Cerullo & Cuva, LLP. in the amount of \$17,400.00. (VM Associates, our current auditor, merged with them on December 15, 2016.)
9. *Be it resolved by the Rockaway Borough Board of Education to authorize a capital asset purchase of a Toro Infield Pro 3040 16 horsepower tractor, with field nail drag attachment, field flex groomer kit, and QAS field grader box, for a grand total of \$18,104.00 utilizing the NJ State Approved Middlesex Regional ESC Number: #65MCESCCPS, Bid #MRESC 15/16-08. (This is a 20% savings equaling \$4,526 off MSRP).

10. * Be it resolved by the Rockaway Borough Board of Education to authorize the purchase of 30 new Chromebooks and associated Google Licenses for each new device for the Thomas Jefferson Computer Lab, utilizing NJPA 100614#CDW Technology Bid, for a total cost of \$6,075.30. (Each Chromebook is \$176.51 and each license is \$26.00.)
11. *Be it resolved by the Rockaway Borough Board of Education to authorize E.Comm, of East Hanover, NJ to furnish & install one interior hallway security camera at Thomas Jefferson, utilizing NJ State Contract Number T1316/80802, in the amount of \$1,585.00, pursuant to their quote dated October 5, 2017. (This will be paid for from our 2017-18 NJ School Boards Security Grant.)
12. *Be it resolved by the Rockaway Borough Board of Education to issue a purchase order, not to exceed \$1,120.00 (8 hrs @ \$140.00/hr.) to troubleshoot and repair two (2) faulty parking lot cameras utilizing NJ State Contract Number T1316/80802.
13. *Be it resolved by the Rockaway Borough Board of Education to approve a Child Study Team request to purchase a license from DataFinch Technologies for an electronic data collection system (Catalyst) at the cost of \$374.85 per month / \$4,048.38 per school year; to be used for the MD program.
14. *Be it resolved by the Rockaway Borough Board of Education to approve the Child Study Team request for PG Chambers to provide additional Physical Therapy services for the following students, as stated in their IEPs, for the 2017-18 school year at the cost of \$86.00 per hour:

<u>Student</u>	<u>Frequency</u>
155	2 x week ind
242	1 x week grp

X. Policy

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 _____ through _____.
There was none at this time to report.
2. *Be it resolved by the Rockaway Borough Board of Education to approve **Kyle Gonzalez** as a Technology Intern for the 2017-18 school year. The intern is a student at William Paterson University and will work under the supervision of Mr. Shaun Reyes.

3. *Be it resolved by the Rockaway Borough Board of Education to approve the second and final reading of the following policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	1240	Evaluation of the Superintendent	Revised
R	1240	Evaluation of the Superintendent	Revised
P	1511	Board of Education Website Accessibility	New
P	3126	District Mentoring Program	Revised
R	3126	District Mentoring Program	Revised
P	3240	Professional Development for Teachers and School Leaders	Revised
R	3240	Professional Development for Teachers and School Leaders	Revised
P	5610	Suspension	Revised
R	5610	Suspension	Revised
P	5620	Expulsion	Revised
P	7424	Bed Bugs	New
R	7424	Bed Bugs	New
P	7461	District Sustainability Policy	New
P	8505	Local Wellness Policy/Nutrient Standards for Meals and other Foods	Revised

4. *Be it resolved by the Rockaway Borough Board of Education to approve the District Comprehensive Maintenance Plan for the 2017-18 school year.
5. *Be it resolved by the Rockaway Borough Board of Education to approve the District Nursing Service Plan for the 2017-18 school year.
6. *Be it resolved by the Rockaway Borough Board of Education to approve the District Emergency Management Plan for the 2017-18.
7. *Be it resolved by the Rockaway Borough Board of Education to approve **Mr. William Stepka** as a **member of the District Evaluation Advisory Committee (DEAC)** for the 2017-18 school year.

8. *Be it resolved by the Rockaway Borough School District to approve **Mr. David Waxman** as the **District School Safety Specialist** for the 2017-18 school year.
9. *Be it resolved by the Rockaway Borough Board of Education to approve the Bus Evacuation Drill Logs for Lincoln Elementary and Thomas Jefferson Schools for the 2017-18 school year.

XI. Curriculum

1. *Be it resolved by the Rockaway Borough Board of Education to approve the attached list of Field Trip Requests.

XII. Personnel

1. *Be it resolved by the Rockaway Borough Board of Education to approve **Matthew Toohey** as a substitute teacher for the 2017-2018 school year at a rate of \$90.00 per day for the first ten days and \$95.00 per day thereafter.
2. *Be it resolved by the Rockaway Borough Board of Education to approve and increase the hourly rate for substitute bus drivers from \$16.00 to \$17.00 effective November 28, 2017.
3. *Be it resolved by the Rockaway Borough Board of Education to approve and increase the hourly rate for substitute custodians from \$10.00 to \$12.00 effective November 28, 2017.
4. *Be it resolved by the Rockaway Borough Board of Education to approve **Cassandra Brodhecker** as 80% District wide Gifted and Talented/C.I.D Teacher at an annual salary rate of \$48,260.00 (to be prorated), on Step BA-1, effective November 16, 2017, for the 2017-2018 school year.
5. *Be it resolved by the Rockaway Borough Board of Education to approve **Matthew Toohey** as a substitute custodian for the 2017-18 school year at a rate of \$12.00 an hour effective November 28, 2017.
6. *Be it resolved by the Rockaway Borough Board of Education to approve **Aaron Serano** as District custodian at an annual salary of \$34,110.00 (to be prorated), on Step C-1, effective on or about December 1, 2017 for the 2017-18 school year. (Pending results of Criminal Background Check and Medical Clearance; Rockaway Borough Public Schools Policy #4160).
7. *Be it resolved by the Rockaway Borough Board of Education to approve the termination of employment of **Wade Culleny** as a custodian effective October 19, 2017.

8. *Be it resolved by the Rockaway Borough Board of Education to approve **Elizabeth Hickman's** request for a maternity leave of absence beginning on or about January 29, 2018. Mrs. Hickman's intention is to use a total of 28 accumulated sick days during her leave with her disability leave ending on March 9, 2018. Upon the end of her disability, Mrs. Hickman wishes to be placed on child rearing leave pursuant to NJFLA commencing on March 12, 2018 and running through June 8, 2018. Then taking an unpaid maternity leave for the rest of the academic year. Her intention is to return to active employment for the 2018-19 school year.
9. *Be it resolved by the Rockaway Borough Board of Education to approve **Nicole McCarter** as mentor to Cassandra Brodhecker at a rate of \$550.00 (to be prorated) for the 2017-2018 school year.
10. *Be it resolved by the Rockaway Borough Board of Education to approve **Elizabeth Hickman** as a substitute for the Title I Before/After School Homework Help Class at a rate of \$41.85 per session for the 2017-18 school year.
11. *Be it resolved by the Rockaway Borough Board of Education to approve **Amy DeFelice and Michael Leahy** as the 8th Grade Class Advisors at an annual stipend of \$800.00 (to be shared equally) for the 2017-18 school year.
12. *Be it resolved by the Rockaway Borough Board of Education to approve **Aileen Schumacher** as the homebound instructor for student # 348, not to exceed 5 hours of instruction a week at a rate of \$37.06 per hour during the 2017-18 school year, as needed. Rate established in accordance with the RBEA/RBBOE agreement.

Mrs. Grow moved, Seconded by Mrs. Concannon, to approve the following **addendum items**:
On a roll call vote, the resolutions unanimously carried.

I. Policy

- a. *Be it resolved by the Rockaway Borough Board of Education to approve **Joseph Corbo** as the advisor for the newly formed Cube Club, an activity open to all students in grades 5-8 centered around the Rubik's Cube puzzle. Mr. Corbo will serve as a volunteer for this club during the initial year of formation.

2. Personnel

- a. *Be it resolved by the Rockaway Borough Board of Education to approve **Cindy O'Brien and Michael Onishuk** as the Part-time Dean of Students at a shared stipend of \$1,000.00 (to be shared equally) for the 2017-18 school year.
- b. *Be it resolved by the Rockaway Borough Board of Education to approve a retroactive increase for **Dr. Jean-Paul Bonnet**, beginning July 1, 2015 through and including the 2017-2018 school year. Each year represents a 2.7% increase.
- c. *Be it resolved by the Rockaway Borough Board of Education to approve a retroactive increase for **Melissa Nestor**, beginning July 1, 2015 through and including the 2017-2018 school year. Each year represents a 2.7% increase.

XIII. General Comments from the Public
There was none at this time.

XIV. Old Business
There was none at this time.

XV. New Business
Mrs. Grow moved, seconded by Mrs. Concannon, to reschedule the January 3 Annual Reorganization and Regular meeting to Tuesday, January 9 at 7:00 pm and to direct the Board Secretary to advertise the meeting change as such. Roll Call vote unanimously carried.

XVI. Next Regular Meeting
Tuesday, December 12, 2017 at 7:00 pm in the Cafeteria of Thomas Jefferson School.

XVII. Adjournment
There being no further business before the Board, the meeting was adjourned at 8:45 pm.

Introduced by: Mrs. Concannon Seconded by: Mr. Rogers Voice Vote: All Ayes

Respectfully submitted,

Mr. William Stepka, RSBA
Secretary of the Board of Education/
School District Business Administrator

ROCKAWAY BOROUGH BOARD OF EDUCATION
Professional Development/Travel Expenditure Approval Requests

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES	PURPOSE OF THE TRIP
Michael Klein Timothy Yobs	LOTO and Shop & Tool Class/ Flemington, NJ	11/30/17	\$0	Safety/Continued Education and Insurance Compliance
Michael Klein	Mid Atlantic Building & Grounds Expo/ Edison, NJ	11/15/17	\$0	Vendor introductions and new maintenance products
Hennessy Barbone Waxman	MCAEAMSA Winter Professional Development Conference/ Morristown, NJ	12/1/17	\$0.	Social Emotional learning – counseling services/PLC contributions
Savercool	School Nurses – Enhance effective medical emergency response teams/ West Orange, NJ	1/24/18	\$295.00	To help improve my skills and knowledge and to share with staff on how to respond appropriately to any medical emergency.
Onischuk	GMCJSCA Winter Mtg./Denville, NJ	1/3/18	\$0.	Hear the business of the GMCJSCA and review athletics schedule.
Onischuk	GMCJSCA Spring Mtg./Denville, NJ	5/2/18	\$0.	Hear the business of the GMCJSCA and review athletics schedule.
Hurley	NJTESOL Spring Conference/ New Brunswick, NJ	5/30/18	\$0. Grant money	Relevant state information on ELL's for testing, ESSA, curriculum, and now initiatives.
Ferrone	Growth Mindset in mathematics/ Newark, NJ	11/29/17	\$249.00	To empower students to adopt a positive growth mindset in math.
Schnurman	Strengthening Social Communication Skills/ West Orange, NJ	12/11/17	\$249.00	Often times pragmatics (social language skills) are the primary focus of TJ students with speech therapy. Early intervention of social language in Lincoln can help students thrive through their time in school.
Corbo Schreck Dobbs	Is That Your Final Answer?/ Rutgers New Brunswick, NJ	12/15/17	\$205.00ea	The conference is directly related to our Math PLC regarding critical thinking questions in Math grades 6-8 related to PARCC.
Jones	Dickerson School/ Chester, NJ	12/8/17	\$0	To observe 12-24 PE mini lessons from different educators to enhance knowledge in the subject area.

ROCKAWAY BOROUGH BOARD OF EDUCATION
Field Trip Requests

GRADE	TEACHER	DATE	DEPARTURE/ RETURN	STUDENTS/ ADULTS	DESTINATION	COST	REASON
MD	Zangara	11/13/17	9:45 am/ 11:00 am	4/4	Shop Rite/ Rockaway	\$0	To enhance our ESY curriculum with real world connections and interdisciplinary math skills as well as to foster growth in college and career readiness
MD	Zangara	12/13/17	10:00 am/ 12:00 pm	6/6	Rockaway Mall	\$10.00	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
6	Fleming Corbo Capen DenHeyer Gancarcik	12/8/17	Approx. 10:00 am/ 1:30 pm	70/5	AMC Theater Rockaway	\$10.00	To reinforce RAMS expectations that are highlighted in a modern media representation of the novel Wonder, that most 6th graders read as a summer reading assignment.
Pre-K & Middle School Students	Leslie Panzica Kopetz	12/13/17	12:15pm/ 2:15pm	25/12	Rockaway Rotary Club meeting, Exchange Restaurant, Rockaway, NJ	\$0	To improve school/community relationships by providing a performance by our students under the direction of music teacher, Ms. Kopetz.