

Rockaway Borough Board of Education
Rockaway, New Jersey
REGULAR MEETING
Thomas Jefferson School Cafeteria
Tuesday, April 4, 2017
AGENDA
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 Member	Present	Absent
Mrs. Sarah Concannon		
Mrs. Colleen Grow		
Mrs. Eileen Haynes		
Mr. Tim Rogers		
Mrs. Christa Smith		

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

- V. Superintendent Topics
 - o Spotlight on RAMS
 - o Principals' Reports
 - o Curriculum Report
 - o Technology Report
 - o Facilities Report
 - o Budget Report - Tentative 2017-2018 Budget
 - o Board Goal Planning for 2017-18
 - o Special Meeting for Budget Hearing - April 24, 2017

- VI. Committee Reports
 - o Education Committee
 - o Human Resources Committee
 - o Operations Committee

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:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

VIII. Meeting minutes

1. *Motion to approve the minutes from the March 7, 2017 Board of Education Regular 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 March 2017 Board Secretary’s and Treasurer’s Report.
3. *Be it resolved by the Rockaway Borough Board of Education to approve the attached list of budget transfers.
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.
5. *Be it resolved by the Rockaway Borough Board of Education to approve the manifest of bills from the Finance Committee as follows:

February 2017 : \$ _____

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

6. *Be it resolved that the Rockaway Borough Board of Education approve a joint transportation agreement with Rockaway Township School District to transport Rockaway Borough School District students to athletic events and trips from February 1, 2017 through June 30, 2017 at a rate of \$62.50 per hour with a minimum of 2 hours.
7. *Be it resolved by the Rockaway Borough Board of Education to include in the tentative budget the adjustment for enrollment in the amount of \$47,403.00. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.
8. *Be it resolved by the Rockaway Borough Board of Education to approve the contract with Balken Risk Management Services, LLC, 143 Washington Street, Morristown, NJ 07960 as the "Property & Casualty and Worker's Compensation Broker of Record" for the 2017-2018 School Year
9. *Be it resolved by the Rockaway Borough Board of Education to approve the proposal of \$3,800.00 from James P. Cigolini to perform an appraisal of the property located at 40 East Main Street, block 17, Lot 23, Rockaway, New Jersey. The Rockaway Borough Board of Education expects full completion of appraisal within 30 days from the award of contract.

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 _____.
2. *Be it resolved by the Rockaway Borough Board of Education to approve the first reading of the following policies (electronic copies of these policies are available on the district website):

	Code	Policy / Regulation Title	Reason for Adoption
P	0000.00	RESOLUTION	Revised
P	0000.01	INTRODUCTION (M) Bylaws & Policies Only	Revised - (Language Update)
P	0000.02	INTRODUCTION (M) Bylaws, Policies & Regulations	Revised - (Language Update)
P	0000.03	INTRODUCTION (M) Bylaws, Policies & Regulations	Revised - (Language Update)
P	0134	BOARD SELF EVALUATION	Revised
P	0141	BOARD MEMBER NUMBER AND TERM	Revised
P	0143	BOARD MEMBER ELECTION AND APPOINTMENT	Revised
P	0151	ORGANIZATION MEETING	Revised
P	0152	BOARD OFFICERS	Revised
P	0168	RECORDING BOARD MEETINGS	Revised

P	1510	AMERICANS WITH DISABILITIES ACT (M)	Revised
R	1510	AMERICANS WITH DISABILITIES ACT (M)	Revised - (Language Update)
P	1631	RESIDENCY REQUIREMENT FOR PERSON HOLDING SCHOOL DISTRICT OFFICE, EMPLOYMENT, OR POSITION	New
P	2363	STUDENT USE OF PRIVATELY-OWNED TECHNOLOGY	New
P	2415.06	UNSAFE SCHOOL CHOICE OPTION (M)	Revised
P	2415.30	TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE (M)	New
P	2418	SECTION 504 OF THE REHABILITATION ACT OF 1973 –STUDENTS (M)	New
R	2418	SECTION 504 OF THE REHABILITATION ACT OF 1973 –STUDENTS (M)	New
P	2422	HEALTH AND PHYSICAL EDUCATION	Revised - (Language Update)
P	2428.1	STANDARDS-BASED INSTRUCTIONAL PRIORITIES	New
P	2460	SPECIAL EDUCATION	Revised
R	2460	SPECIAL EDUCATION	Revised
R	2460.1	SPECIAL EDUCATION - LOCATION, IDENTIFICATION, AND REFERRAL	New
R	2460.15	SPECIAL EDUCATION - IN-SERVICE TRAINING NEEDS FOR PROFESSIONAL AND PARAPROFESSIONAL STAFF	New
R	2460.16	SPECIAL EDUCATION - INSTRUCTIONAL MATERIALS TO BLIND OR PRINT DISABLED STUDENTS	New
R	2460.8	SPECIAL EDUCATION - FREE AND APPROPRIATE PUBLIC EDUCATION	New
R	2460.9	SPECIAL EDUCATION - TRANSITION FROM EARLY INTERVENTION PROGRAMS TO PRESCHOOL PROGRAMS	New
P	2464	GIFTED AND TALENTED STUDENTS (M)	Revised
P	2467	SURROGATE PARENTS AND FOSTER PARENTS (M)	Revised
P	2622	STUDENT ASSESSMENT (M)	Revised
P	3144.3	SUSPENSION UPON CERTIFICATION OF TENURE CHARGE	New
P	3160	PHYSICAL EXAMINATION (M)	Revised
R	3160	PHYSICAL EXAMINATION (M)	Revised
P	3212	ATTENDANCE	Revised
R	3221	EVALUATION OF TEACHERS (M)	Revised

R	3222	EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS (M)	Revised
R	3223	EVALUATION OF ADMINISTRATORS, EXCLUDING PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS (M)	New
R	3224	EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS (M)	New
P	3230	OUTSIDE ACTIVITIES	Revised
R	3230	OUTSIDE ACTIVITIES	Revised
P	3232	TUTORING SERVICES	New
R	3232	TUTORING SERVICES	Revised
P	3281	INAPPROPRIATE STAFF CONDUCT	Revised - (Language Update)
R	3281	INAPPROPRIATE STAFF CONDUCT	Revised - (Language Update)
P	3282	USE OF SOCIAL NETWORKING SITES	New
P	3322	STAFF MEMBER'S USE OF PERSONAL CELLULAR TELEPHONES OTHER COMMUNICATION DEVICES	Revised
P	3324	RIGHT OF PRIVACY – TEACHING STAFF MEMBERS	New
P	4124	EMPLOYMENT CONTRACT	Revised
P	4146	NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER	Revised
R	4146	NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER	Revised
P	4160	PHYSICAL EXAMINATION (M)	Revised
R	4160	PHYSICAL EXAMINATION (M)	Revised
P	4212	ATTENDANCE	Revised
R	4212	SUPPORT STAFF ATTENDANCE	Revised
R	4218	SUBSTANCE ABUSE (M)	Revised
P	4230	OUTSIDE ACTIVITIES	Revised
R	4230	OUTSIDE ACTIVITIES	Revised
P	4281	INAPPROPRIATE STAFF CONDUCT	Revised - (Language Update)
R	4281	INAPPROPRIATE STAFF CONDUCT	Revised - (Language Update)
P	4282	USE OF SOCIAL NETWORKING SITES	New
P	4322	STAFF MEMBER'S USE OF PERSONAL CELLULAR TELEPHONES OTHER COMMUNICATION DEVICES	Revised

P	4324	RIGHT OF PRIVACY – SUPPORT STAFF MEMBERS	New
P	4351	HEALTHY WORKPLACE ENVIRONMENT	New
P	5116	EDUCATION OF HOMELESS CHILDREN	Revised - (Language Update)
R	5116	EDUCATION OF HOMELESS CHILDREN	Revised - (Language Update)
R	5330.01	ADMINISTRATION OF MEDICAL MARIJUANA (M)	New
P	5330.04	ADMINISTERING AN OPIOID ANTIDOTE	New
P	5337	SERVICE ANIMALS	New
R	5512	HARASSMENT, INTIMIDATION OR BULLYING INVESTIGATION PROCEDURE (M)	Revised
R	5533	STUDENT SMOKING	New
P	5615	SUSPECTED GANG ACTIVITY	Revised
P	5620	EXPULSION	Revised
P	6113	E-RATE	New
P	6320	PURCHASES SUBJECT TO BID	Revised
P	6511	DIRECT DEPOSIT	New
P	6831	WITHHOLDING OR RECOVERING STATE AID	New
R	7410	MAINTENANCE AND REPAIR (M)	Revised
P	7446	SCHOOL SECURITY PROGRAM	New
P	7510	USE OF SCHOOL FACILITIES	Revised
R	7510	USE OF SCHOOL FACILITIES	New
P	7522	SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STAFF MEMBERS	New
P	7523	SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS	New
R	7650	SCHOOL VEHICLE ASSIGNMENT, USE, TRACKING, MAINTENANCE, AND ACCOUNTING (M)	New
P	8310	PUBLIC RECORDS	Revised
R	8310	PUBLIC RECORDS	Revised
P	8330	STUDENT RECORDS (M)	Revised
R	8330	STUDENT RECORDS (M)	Revised
P	8350	RECORDS RETENTION	New

R	8420.10	ACTIVE SHOOTER (M)	Revised
P	8454	MANAGEMENT OF PEDICULOSIS	New
R	8462	REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN (M)	Revised
P	8540	SCHOOL NUTRITION PROGRAMS	Revised
P	8550	OUTSTANDING FOOD SERVICE CHARGES	Revised
P	8820	OPENING EXERCISES	Revised
R	9270	HOME SCHOOLING AND EQUIVALENT EDUCATION (M)	Revised

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 _____ as the district's 8th grade math teacher beginning on or about _____. _____ will be placed on Step _____ of the RBEA teacher's guide at an annual rate of \$ _____ .00 (pro-rated).

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

2. *Be it resolved by the Rockaway Borough Board of Education to approve _____ as maintenance assistant beginning on or about _____. _____ will be placed on Step C- _____ of the custodial guide at an annual rate of \$ _____ .00 (pro-rated).
3. *Be it resolved by the Rockaway Borough Board of Education to approve the resignation of Elbin Caraballo as evening custodian of Lincoln Elementary School to pursue other employment opportunities. Mr. Caraballo's last day in district was Friday, March 31.

XIII. Comments from the Public

XIV. Old Business

XV. New Business

XVI. Motion to enter Executive Session

The next topic on the agenda relates to a _____ 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 _____ 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.

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

XVII. Motion to reconvene Public Session

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

XVIII. Motion to Adjourn

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

Time of Adjournment: _____

ROCKAWAY BOROUGH PUBLIC SCHOOLS

Professional Development/Travel Expenditure Approval Request

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES	OTHER EXPENSES	PURPOSE OF THE TRIP
Richard Matthews	Title I Statewide Conference Hyatt Regency Princeton 102 Carnegie Center Princeton, NJ 08540	5/24/17 8am - 4pm	\$0.00		Hosted by the NJDOE, this conference is designed to foster critical thinking and showcase new innovative ideas in implementing Title I programs from across the state.
Kim Stockstill	School Law for Administrative Assistants Forsgate Country Club 375 Forsgate Drive Monroe Twp, NJ	4/27/17	\$100.00	Mileage - 117 Miles 117*.31 = \$36.27	This workshop will address key legal issues that all administrative assistants need to know, including student residency, use of email and social media, and the essentials of HIB and discrimination law.
Maryann Medore	College of St. Elizabeth/ Collaborative Conference on Holocaust	4/5/17	\$0.00		Collaborative training aimed at developing strategies for teaching students about acceptance and social justice.
Phyllis Alpaugh	Title I Statewide conference/ Princeton, NJ	5/24/17	\$0.00	Mileage: \$32.80	Hosted by the NJDOE, this conference is designed to foster critical thinking and showcase new innovative ideas in implementing Title I programs from across the state.
Jeri Hurley	NJTESOL Conference/ New Brunswick, NJ	5/31/17	\$0.00		To obtain the latest information on state & national ESL initiatives.
Jennifer Panzica	High Functioning Autism Anxiety/ New Providence NJ	4/25/17	\$125.00		Conference focused on techniques that reduce anxiety felt by autistic students.
Richard Matthews Sandy Patamia	ESCNJ Vendor Expo Garden State Exhibit Center 50 Atrium Drive Franklin Township NJ	5/12/17	\$0.00		Opportunity to evaluate the district's current vendors by comparing them to their competitors.
Nancy Beiermeister Richard Matthews	CDK Personnel User Meeting	5/9/17	\$0.00		CDK is our personnel management software system. This meeting will provide support in the optimization of our use of this system.
Nancy Beiermeister	NJASBO - Administrative Assistant Program Doubletree Inn, Mount Laurel, NJ	5/11/17	\$75.00		Legal training regarding a variety of topics that impact business office staff..

Mark Schwarz	Renaissance Advisory Board Spring Meeting, San Antonio, TX	5/1/2017 to 5/3/2017	\$0.00		The RAB will be working closely with world-renowned psychologist, Dr. Anders Ericsson, who specializes in the development of expertise and human performance within educational institutions.
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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 TITLE LOCATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
2	Medore Tuluca	6/12/17	9am - 3pm	Cooper Mill Historic Gristmill Chester, NJ	43	8	\$18.50	As part of science/social studies curriculum, the students will observe a working gristmill and will also have the opportunity to explore a nature trail on premise.
K	Hickman Moriano Hartnett	6/15/17	9am - 2pm	Turtle Back Zoo West Orange, NJ	60	9	\$22.00	To inspired students to understand, appreciate, and protect the fragile interdependence of all living things.
1	Parent Yobs Orr	6/16/17	8:45am - 2:30pm	Liberty Science Center Jersey City, NJ	52	14	\$32.00	To provide students with an opportunity for hands on learning while exploring various science exhibitions.
4 th	Fowler Blackadar Rich Hennessy	6/5/17	9:30am - 2:30pm	Sterling Hill Mining Museum Ogdensburg, NJ	75	11	\$22.00	To provide context for students regarding their study of geology.
MD	Zangara	4/27/17	9:30am - 11:00am	Red Hut Diner Rockaway, NJ	6	4	\$10.00	To enhance our curriculum with a real world experience and interdisciplinary math skills.

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION TITLE LOCATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
4 th	Fowler Blackadar Rich Hennessy	5/9/17	9:30am - 12:00pm	Growing Stage Theater Netcong, NJ	70	Approx. 5/6	\$15.50	To enhance our social studies curriculum through drama and the arts in regards to the state of NJ.
7 th	Leahey McConnel Ferrone	6/13/17	8:00am - 8:00pm	Philadelphia (Franklin Institute, National Constitution Center Philadelphia, PA	79	8	\$44.00 (optional \$5.25 for cheesesteak)	Students will experience historic Philadelphia and a variety of sites that they have learned about during the year. In addition, they will make connections to physical, life, earth and space science.
7/8 th	Byrne	5/15/17	7:45am - 1:30pm	Independence Twp Green Acres Recreation Complex Great Meadows, NJ	14	2	\$0.00	Junior Solar Sprints Division 1 Race.
7/8 th	Byrne	5/22/17	7:45am - 1:30pm	Ridgedale Middle School Florham Park, NJ	14	2	\$0.00	Junior Solar Sprints Inter County Final Race.