

Rockaway Borough Board of Education  
Rockaway, New Jersey  
REGULAR MEETING MINUTES  
Thomas Jefferson School Cafeteria  
Tuesday, December 6, 2016  
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.*

**7:00pm Executive Session**

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. It is anticipated that the length of time of this Executive Session will be thirty minutes and that action will be taken in public after the Executive Session.*

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote Results: \_\_\_\_\_

**7:30pm Regular Session**

- 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
- IV. Comments from the public (related to agenda items only)
- V. Superintendent Topics
  - A. Recent District Loss
  - B. High Honor Roll Presentation scheduled December 13, 2016
  - C. Proposed Board of Education Meeting Dates for the remainder of 2016 - 2017
  - D. Policy Committee Update

VI. Meeting minutes

1. Recommend approval of the November 15, 2016, Rockaway Borough Board of Education Regular Meeting Minutes

VII. Finance Recommendations

1. Recommend the Rockaway Borough Board of Education to approve the attached list of Professional Development/Travel Expenditure requests.
2. Recommend approval of the Board Secretary’s and Treasurer’s Reports (anticipated).
3. Recommend approval of the attached list of budget transfers (anticipated).
4. Recommend approval of the Major Account and Line Item Status. Pursuant to N.J.A.C. 6A:23A16.10(c)3 (anticipated).
5. Recommend to approve a Child Study Team request for Hillmar, LLC to perform a bilingual Spanish social evaluation for student #109 at a cost of \$500.00.

VIII. Policy Recommendations

1. Recommend to accept the Superintendent’s Harassment, Intimidation and Bullying report dated \_\_\_\_\_ for incident numbers \_\_\_\_\_ through \_\_\_\_\_.
2. Recommend approval of the 2016– 2017 Bus Evacuation Drill logs for Lincoln School and Thomas Jefferson School.
3. Recommend adoption of the following policies (electronic copies of these policies and regulations are available on the district website):

P1140	Affirmative Action Program (M)	Revised (“gender identity or expression” added)
P0167	Public Participation in Board Meetings	Revised
P1220	Employment of Chief School Administrator (M)	Revised - (citation change only)
P1310	Employment of School Business Administrator/Board Secretary	Revised
P1523	Comprehensive Equity Plan	Revised
P1530	Equal Employment Opportunities (M)	Revised (“gender identity or expression” added)
R1530	Equal Employment Opportunities Complaint	Revised (“gender identity or

	Procedure (M)	expression” added)
P1550	Affirmative Action Program for Employment and Contract Practices (M)	Revised (“gender identity or expression” added)
P2200	Curriculum Content (M)	Revised (“gender identity or expression” added; citation change)
R2200	Curriculum Content (M)	Revised (“gender identity or expression” added; citation change)
P2260	Affirmative Action Program for School and Classroom Practices (M)	Revised (“gender identity or expression” and “ELLs” added)
P2411	Guidance Counseling (M)	Revised (“gender identity or expression” added)
R2411	Guidance Counseling (M)	Revised (“gender identity or expression” added)
P2412	Home Instruction Due to Health Condition (M)	Revised
R2412	Home Instruction Due to Health Condition (M)	Revised
R2414	Programs and Services for Students in High Poverty and in High Need School Districts (M)	Revised - (citation change only)
P2423	Bilingual and ESL Education (M)	Revised
R2423	Bilingual and ESL Education (M)	Revised
R2431.1	Emergency Procedures for Athletic Practices and Competitions (M)	Revised
R2431.2	Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad (M)	Revised
R2460.1	Special Education - Location, Identification, and Referral (M)	Revised
R2460.16	Special Education - Instructional Material to Blind or Print-Disabled Students (M)	Revised
P2468	Independent Educational Evaluations	NEW
P2481	Home or Out of School Instruction for a General Education Student for Reasons other than a Temporary or Chronic Health Condition (M)	Revised
P2610	Educational Program Evaluation (M)	Revised - (citation change only)

P2622	Student Assessment (M)	Revised - (citation change only)
P3111	Creating Positions	Revised
P3124	Employment Contract	Revised
P3125	Employment of Teaching Staff Members (M)	Revised
P3125.2	Employment of Substitute Teachers	Revised
P3126	District Mentoring Program	Revised
R3126	District Mentoring Program	Revised
P3141	Resignation	Revised
P3142	Nonrenewal of Nontenured Teaching Staff Member	Revised
R3142	Nonrenewal of Nontenured Teaching Staff Member	Revised
P3144	Certification of Tenure Charges	Revised (citation change only)
R3144	Certification of Tenure Charges	Revised (citation change only)
P3159	Teaching Staff Member/School District Reporting Responsibilities	Revised ("DCP&P" added)
P3231	Outside Employment as Athletic Coach	Revised (citation change only)
P3240	Professional Development for Teachers and School Leaders (M)	Revised
P3240	Professional Development for Teachers and School Leaders	Revised
P3244	In-Service Training	Abolished
R3244	In-Service Training	Abolished
P3142	Nonrenewal of Nontenured Support Staff Member	Revised
R3142	Nonrenewal of Nontenured Support Staff Member	Revised
P4159	Support Staff Member/School District Reporting Responsibilities	Revised (citation change only)
R5111	Eligibility of Resident/Nonresident Students (M)	Revised
R5200	Attendance (M)	Revised
R5300	Automated External Defibrillators (AEDS) (M)	NEW

R5306	Health Services to Nonpublic Schools (M)	Revised
R5308	Student Health Records (M)	Revised
R5310	Health Services (M)	Revised
P5305	Health Services Personnel	Revised (citation change only)
R5330	Administration of Medication (M)	Revised (citation change only)
P5339	Screening for Dyslexia (M)	Revised (updated definition of "dyslexia")
P5350	Student Suicide Prevention	Revised ("DCP&P" added)
R5350	Student Suicide Prevention	Revised ("DCP&P" added)
R5512	Harassment, Intimidation or Bullying Investigation Procedure (M)	Revised
P5514	Student Use of Vehicles on School Grounds	Revised
P5530	Substance Abuse (M)	Revised
R5530	Substance Abuse (M)	Revised
R5600	Student Discipline/Code of Conduct (M)	Revised
R5610	Suspension Procedures (M)	Revised
R5611	Removal of Students for Firearms Offenses (M)	Revised
R5612	Assaults on District Board of Education Members or Employees (M)	NEW
R5613	Removal of Students for Assaults with Weapons Offenses (M)	NEW
P5750	Equal Educational Opportunity (M)	Revised
P5755	Equity in Educational Programs and Services (M)	Revised
P8441	Care of Injured and Ill Persons (M)	Revised
R8441	Care of Injured and Ill Persons (M)	Revised
P8630	Bus Driver/Bus Aide Responsibility (M)	Revised
R8630	Emergency School Bus Procedures (M)	Revised
P9541	Student Teachers/Interns	Revised

4. Recommend the to establish the following schedule of meetings for the Period of January 2017 to June 2017. Upon resolution, the Board Secretary/Business Administrator will publish the final schedule of meetings in the Daily Record and The Citizen.

<b>Work Session</b>	<b>Regular Meeting</b>
January 10, 2017	January 17, 2017
February 7, 2017	February 14, 2017
March 7, 2017	March 14, 2017
April 4, 2017	April 11, 2017
May 9, 2017	May 16, 2017
June 6, 2017	June 13, 2017

IX. Curriculum Recommendations

1. Recommend the Rockaway Borough Board of Education approve the attached list of Field Trip requests.

X. Personnel Recommendations

1. Recommend the Rockaway Borough Board of Education approve Marcy Rattay as a substitute custodian at a rate of \$10.00 per hour for the remainder of the 2016 - 2017 school year.
2. Recommend approval by the Rockaway Borough Board of Education to acknowledge a request for horizontal guide movement by Jennifer Matschke received on January 4, 2016. Ms. Matschke's request will be considered for approval upon the completion of the contract negotiation between the RBEA and the RBBOE.

XI. Resolutions

Be it resolved by the Rockaway Borough Board of Education to approve the following resolutions, # 1-5.

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 Susan Milite as a long-term Special Education substitute at Thomas Jefferson School effective \_\_\_\_\_ through \_\_\_\_\_ Mrs. Milite will be placed on step BA-1 of the RBEA Teacher Salary Guide.
3. Be it resolved by the Rockaway Borough Board of Education to approve Alexander Nestor as a substitute teacher for the remainder of the 2016–17 school year at a daily rate of \$90.00 per day for the first 10 days and \$95.00 for any additional days.
4. Be it resolved by the Rockaway Borough Board of Education to approve the Field Trip request below.

GRADE	TEACHERS	DATE	TIME DEPART / RETURN	DESTINATION TITLE LOCATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
Pre-K	Leslie (support staff and administrators will also attend and assist in supervision)	12/14/16	12:15/ 2:15	Rockaway Rotary Club meeting. Exchange Restaurant, Rockaway, NJ	14	7	\$0	To improve school/community relationships by providing a performance by the preschool children under the direction of music teacher, Ms. Kopetz

5. Be it resolved by the Rockaway Borough Board of Education to approve the Professional Development/Travel Expenditure request below.

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES	OTHER EXPENSES	PURPOSE OF THE TRIP
S. Reyes J. Argenziano D. Ferrone C. Hartnett	Google Certification Training, Ogdensburg BOE 100 Main Street, Ogdensburg, NJ	12/8/16 - 12/9/16	Not to exceed \$830.00 total		Google Certification Training: Topics to include Gmail, Calendar, Drive, Documents, Sheets, Forms, Slides, Drawings, Classroom, Sites, Chrome, Blogger, Maps, YouTube, and more.

XII. Old Business

XIII. New Business

XIV. 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: \_\_\_\_\_ Vote Results: \_\_\_\_\_

XV. Motion to reconvene Public Session

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote Results: \_\_\_\_\_

XVI. Motion to Adjourn

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote Results: \_\_\_\_\_

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
Dobbs/Gancarcik	NJ Council for Exceptional Children Conference 2017/Ramapo College of NJ /Mahwah, NJ	3/13/17	Non-member Early Bird Special - \$115 per person by 1/25/17 After 1/25/17 \$125.00 per person		This conference is designed to address issues students face when they are struggling academically and to promote student learning and success by helping all students.
S. Reyes	Techspo Atlantic City, NJ	1/26/17 - 1/27/17	\$425.00	Harrah's - \$99.00 per night * 2 = \$198.00	Techspo will allow the opportunity to be involved in over 70+ well-planned and practiced workshops, an exhibition showcasing the latest tools and best resources available in education and two days of opportunities to meet and network with colleagues.

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

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**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 <sup>nd</sup> grade	Medore & Tuluca	3/2/17	9:00/1:30	Great Swamp, New Vernon, NJ	43	8	\$15	To extend our nonfiction unit (ELA) and build upon Science curriculum.
7th & 8th grade	Love	1/19/17 snow date 1/20/17	9:00 am 1:45 pm	Morris Hills High School Theater Workshop Rockaway, NJ	23	1	\$0	This exceptional theater experience will provide the opportunity for selected 8 <sup>th</sup> & 7 <sup>th</sup> grade students to cycle through four forty-five minute workshops run by high school Theatre Arts I & II students, many of whom are TJ alumnae