

The Randolph Township Board of Education held a Business Session meeting on Tuesday, March 18, 2014 at 07:15 p.m. Randolph High School Library, 511 Millbrook Avenue Randolph, New Jersey.

Board President Tammy MacKay called the meeting to order and read the following statement:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Randolph Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in The Daily Record. It is also posted in all district schools as well as the Randolph Township Municipal Building.

### **Roll Call**

The following Board members were present: Ms. Christine Aulenbach, Mr. Sheldon Epstein, Mr. Al Matos, Ms. Colleen Pascale, Ms. Anne Standridge, Dr. Diana Thomas and Ms. Tammy MacKay.

Board member Mr. David Rosenblatt was absent.

The following administrators were present: Dr. David Browne, Superintendent, Mr. Michael S. Neves, Business Administrator / Board Secretary and Board Counsel Joseph L. Roselle, Esquire was also present.

### **Closed Session – 07:20 p.m.**

Board Vice President Al Matos made a motion seconded by board member Ms. Anne Standridge and carried unanimously by roll call vote to adopt the following:

**BE IT RESOLVED**, in accordance with N.J.S.A. 10:4-12 and 10:4-13 that the Board of Education of the Township of Randolph will hold a closed session regarding Personnel, Litigation and Negotiations. It is not yet possible to determine when the matters discussed in Closed Session will be made public.

The Board returned to open session at 08:22 p.m.

### **Pledge of Allegiance**

### **Approval of Board Minutes**

Board member Ms. Anne Standridge made a motion seconded by board member Ms. Christine Aulenbach and carried unanimously by a roll call vote to approve the following board minutes with an exception:

Board member Mr. David Rosenblatt was absent.

- Closed Executive Session 2-11-14, 2-18-14
- Work Session 2-11-14 and Business Session 2-18-14

## **Correspondence**

### **President's Report**

Ms. MacKay commented that closed session minutes to be reviewed by attorney before being posted to the board.

New committees were set.

Finance, Facilities, Transportation and Education meetings are to be advertised.

Ms. MacKay followed up on recent conversation the Board had concerning Board access to information and its availability in central office.

Ms. MacKay explained that the paperless website the Board uses for posting of documents is being enhanced for the better capture of committee information.

### **Superintendent's Report**

- On-line Pilot for RHS Seniors:

Dr. Browne explained the use of technology by teachers of seniors to provide instruction to them for the make-up of snow days and other online instructional learning. This is a pilot program approved by the State to be implemented by Randolph.

### **Student Council Representative Report**

Student council representative Miss Karsyn Wagner updated the Board on activities and fundraising events that are planned by the council. The council constitution is being reviewed for potential changes and election structure of the organization.

### **Committee Reports**

- FFT Budget Presentation:

Mr. Matos with assistance from Dr. Browne and Mr. Neves presented the tentative budget to the board.

**Liaison Reports** - None

**Public Discussion**

Randolph resident updated the Board on the recent State Board of Education meeting. She questioned the comparative spending slide and stated it was not comparing similar districts. She also requested an explanation of costs associated with approved field trips. She further commented that she felt the organization chart was unreadable and of no use to the public as presented.

Former Board member and representative of the Randolph Education Foundation promoted the upcoming scheduled Randolph Rocks 5K race.

VPAC President commented on positive use technology with music programs. He further questioned the status of referendum projects and the final accounting of them. If resources remain, what happens to them? He questions the proposed reduction of FTE counts as part of the budget implications.

Another resident expressed concern on the decrease in projected funding of Federal grants that support special education and NCLB. It was explained, that these are preliminary expectations and the needs of the students will not be sacrificed.

Another resident inquired to specific line item requests presented in the budget.

Board member Ms. Aulenbach commented favorably on Mr. Thomas Murphy's appearance on television and his referencing of his Randolph roots.

**Old Business**

Board member Mr. Matos commented on the Finance, Facilities and Transportation's desire for the policy committee to review policy 6660 and to accurately define what a "student activity" is.

**New Business**

Personnel Motions 1 – 3

Finance, Facilities and Transportation Motion 1 – 11

Education Motions 1 – 4

Policy/Regulation Motion 1

Negotiation Motion 1

**PERSONNEL and ADMINISTRATION MOTIONS 1 - 3** Version 4

**March 18, 2014**

Amended: 3/18/14

**Pursuant** to the recommendation of the Superintendent of Schools, and on behalf of the Personnel Committee, Board member Christine Aulenbach made a motion seconded by Ms. Anne Standridge and carried by roll call vote to approve Personnel Motions 1 – 3 with an exception:

Board members David Rosenblatt was absent.

**1. TEACHERS/PROFESSIONAL STAFF**

**A. Resignation/Retirement**

1. Accept the resignation of Elizabeth H. De Meyer, Learning Disabilities Teacher Consultant at Randolph High School, for the purpose of retirement, effective July 1, 2014.
2. Accept the resignation of Chris Bruno, Teacher of Social Studies at Randolph Middle School, for the purpose of retirement, effective July 1, 2014.
3. Accept the resignation of Diane Button, Basic Skills Instructor at Fernbrook School, for the purpose of retirement, effective July 1, 2014.
4. Accept the resignation of Theresa Shaffer, School Social Worker at Randolph High School, for the purpose of retirement, effective July 1, 2014.
5. Accept the resignation of David Allu, Teacher of Music at Randolph Middle School, effective April 20, 2014.
6. Accept the resignation of Deon Mingo, Paraprofessional at Ironia School effective February 26, 2014.
7. Accept the resignation of Eloise Stewart, Teacher of Special Education at Randolph High School effective March 7, 2014.

AMENDMENT 2

8. Accept the resignation of Janet Lorey, Elementary Teacher at Shongum School, for the purpose of retirement, effective July 1, 2014.

9. Accept the resignation of Barbara Lorent, Teacher of Spanish at Randolph High School, for the purpose of retirement, effective July 1, 2014.

AMENDMENT 3

10. Accept the resignation of Anita Lockwood, Media Specialist at Ironia School, for the purpose of retirement, effective July 1, 2014.

AMENDMENT 3

**B. New Hires**

1. Approve the appointment of Elaine Tang as a long-term substitute at Shongum School effective on or about March 20, 2014 at the rate of \$90.00 per day for the first 20 days; on day 21 the daily rate will increase to \$264.55 for the remainder of the assignment.

AMENDMENT 1

2. Approve the appointment of Helen Bachman as a Paraprofessional at Center Grove School effective March 19, 2014 at the annual salary of \$21,360 (pro-rated), (Step 4).

3. Rescind the motion to approve the appointment of Stephanie Delpome as a long-term substitute at Fernbrook School effective on or about February 12, 2014 at the rate of \$90.00 per day for the first 20 days; on day 21 the daily rate will increase to \$264.55 for the remainder of the assignment.

4. Approve the appointment of Megan French as a long-term substitute at Randolph Middle School effective on or about March 24, 2014 at the rate of \$90.00 per day for the first 20 days; on day 21 the daily rate will increase to \$264.55 for the remainder of the assignment.

5. Approve the appointment of Dorothy Incledon as a long-term substitute at Ironia School effective on or about March 25, 2014 at the rate of \$135.00 per day for the first 20 days; on day 21 the daily rate will increase to \$264.55 for the remainder of the assignment.

AMENDMENT 3

6. Approve the appointment of Brett Grunau as a long-term substitute at Fernbrook School effective on or about April 9, 2014 at the rate of \$90.00 per day for the first 20 days; on day 21 the daily rate will increase to \$264.55 for the remainder of the assignment.

### **C. Appointments**

1. Approve the appointment of the following substitute teachers for the 2013-2014 school year at the daily rate listed below effective March 19, 2014:

<u>Name</u>	<u>Daily Rate</u>	
Lisa Kendal	\$90.00	
Ingrid Morin	\$90.00	
William Dietrich	\$90.00	Pending receipt of all paperwork
Chrisanthy Potamianos	\$90.00	Pending receipt of all paperwork
Kathleen Edwards	\$70.00	Pending receipt of all paperwork
Danielle Minarick	\$70.00	Pending receipt of all paperwork
<i>Francis Penny</i>	<i>\$90.00</i>	
<i>Dina Grabow</i>	<i>\$90.00</i>	
<i>Larry Saideman</i>	<i>\$90.00</i>	

2. Approve the appointment of Martene Errico as substitute nurse for the 2013-2014 school year at the daily rate of \$130.00.

3. Approve the appointment of Heather Grundy as substitute nurse for the 2013-2014 school year at the daily rate of \$130.00 pending receipt of County Substitute Certification.

### **D. Leaves of Absence**

1. Resolved, that Employee I.D. # 4085 identified on Schedule A be placed on an unpaid long term child-rearing leave of absence without benefits from March 10, 2014 through June 30, 2014, pursuant to the collective bargaining unit.

2. Resolved, that Employee I.D. # 5887 identified on Schedule C be placed on a FMLA from March 17, 2014 through on or about May 2, 2014; and Be it further resolved that the entire leave shall be paid using accumulated sick days; and Be it further resolved that the entire leave is with benefits.

#### AMENDMENT 1

3. Resolved, that Employee I.D # 4399 identified on Schedule D be placed on a FMLA from March 25, 2014 through on or about April 25, 2014; and Be it further resolved that the entire leave shall be paid using accumulated sick days; and Be it further resolved that the entire leave is with benefits.

#### AMENDMENT 3

4. Resolved, that Employee I.D. # 4615 identified on Schedule E be placed on a FMLA from March 27, 2014 through on or about April 11, 2014; and Be it further resolved that the entire leave shall be paid using accumulated sick days; and Be it

further resolved that the entire leave is with benefits.

5. Resolved, that Employee I.D. # 4637 identified on Schedule F be placed on a FMLA from April 8, 2014 through on or about May 20, 2014; and Be it further resolved that the entire leave shall be paid using accumulated sick days; and Be it further resolved that the entire leave is with benefits.

### **E. Volunteers**

1. Approve the following Volunteer Coaching appointments for the Spring Season of the 2013-2014 School Year:

<u>Name</u>	<u>Volunteer Position</u>	
Monica Funigiello	Girl's Softball	
Elliot Grover	Boy's Lacrosse	
Ed Shivas	Boy's Lacrosse	
Bob Liegner	Boy's Lacrosse	
Claire M. Johnson	Girl's Lacrosse	Pending paperwork and fingerprint clearance

### **F. Stipends**

1. Approve the appointment of Diane Dayer, Carolyn Quigley and Amy Rubin as Girls on the Run Club Co-Advisors at Ironia School at the annual shared stipend of \$1,275 (\$425.00 each) for the 2013-2014 school year.

2. Approve the appointment of Lisa Barrett as Homework Club Advisor for an additional class at Center Grove School for the second semester of the 2013-2014 school year at the half-year stipend of \$637.50.

### AMENDMENT 3

### **G. Extra Duty**

1. Approve the appointment of the following Certificated Staff to write ESL Curriculum during school hours for a maximum of 2 days each staff member in the month of April, May or June 2014 for grades 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup>. Cost of substitute coverage will be paid through district funds.

Name  
Michelle Land  
Nancy Black

2. Approve the appointment of the following Certificated Staff to write ESL Curriculum during school hours for a maximum of 2 days each staff member in the month of April, May or June 2014 for grades 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup>. Cost of

substitute coverage will be paid through district funds.

Name

Michelle Land  
Nancy Black

AMENDMENT 3

**H. Transfer**

1. Approve the transfer of the following Special Education Staff effective March 20, 2014:

<u>Name</u>	<u>From</u>	<u>To</u>
Victoria Jones - Paraprofessional	Center Grove	Ironia

**2. SUPPORT STAFF**

**A. New Hire**

1. Approve the appointment of Alice Nelson as a Transportation Driver for Randolph Township Schools effective March 19, 2014 at the annual salary of \$33,005 (pro-rated), (Step 1).
2. Approve the appointment of John Aymil as a Transportation Driver for Randolph Township Schools effective March 19, 2014 at the annual salary of \$33,005 (pro-rated), (Step 1).

AMENDMENT 2

3. Approve the appointment of Ruben Flandes as a Custodian at Randolph High School effective March 19, 2014 at the annual salary of \$40,517 (pro-rated), (Step 1).

AMENDMENT 3

4. Approve the appointment of Douglas Paugh as a Ram Guard at Randolph High School, effective April 1, 2014 at the annual salary of \$22,725 (pro-rated), (Step 9).

**B. Appointments**

1. Approve the appointment of Cristina Rodriguez as a substitute custodian for the 2013-2014 school year at the hourly rate of \$12.50.



### **C. Rate Change**

1. Approve the following rate change for the below listed substitute bus driver for the 2013-2014 school year effective February 19, 2014:

<u>Name</u>	<u>From</u>	<u>To</u>
John Aymil	\$30.50	\$30.56

### **D. Vacation Time Payout**

1. Approve the following vacation time payout for the following support staff members:

<u>Name</u>	<u>Vacation Time Payout</u>
Robert Peake	\$2,155.98
James Guirk	\$1,775.71

### **E. Sick Time Payout**

1. Approve the following sick time payout for the following support staff members:

<u>Name</u>	<u>Sick Time Payout</u>
Georgia Pellegrino	\$ 300.00
Madeline Hein	\$ 500.00

### **F. Leaves of Absence**

1. Resolved, that Employee I.D. # 4002 identified on Schedule B be placed on a FMLA from April 10, 2014 through on or about April 25, 2014; and Be it further resolved that the entire leave shall be paid using accumulated sick days; and Be it further resolved that the entire leave is with benefits.

#### AMENDMENT 2

### **3. COMMUNITY SCHOOL**

1. Approve the following Randolph Community School appointment effective January 2, 2014:

Elementary School ski club substitute head advisor at the rate of \$250 per trip:  
Sheri Data

On behalf of the Finance, Facilities and Transportation Committee, Mr. Al Matos made a motion seconded by Ms. Anne Standridge and carried by roll call vote to approve Finance, Facilities and Transportation Motions 1 – 11, with the following exceptions:

Board member Mr. Sheldon Epstein voted NO to Motion Number 8 and voted YES on all other Finance, Facilities and Transportation motions. Board member Mr. David Rosenblatt was absent.

**1. PAYMENT OF BILLS**

**RESOLVED**, the Randolph Township Board of Education approves the attached list of checks. Finance Exhibits # 1 – 1.1, and orders that they be attached to and made a part of the minutes.

1	Check Register – 02/28/14	\$ 5,564,295.55
1.1	Check Register – 03/13/14	\$ 2,526,078.15

**2. BUDGET**

**RESOLVED**, the Randolph Township Board of Education approves February 2014 transfer, Finance Exhibits # 2.1 & 2.2, and orders that they be attached to and made a part of the minutes.

2.1	Monthly Transfer Report 02/28/14
2.2	Expense Account Adjustment 02/28/14

**3. REPORT OF THE SECRETARY AND TREASURER**

**WHEREAS**, the Randolph Township Board of Education has received the Report of the Secretary for the month of January and February 2014, Finance Exhibits # 3.1 – 3.4, consisting of:

3.1	Interim Balance Sheet – 01/31/14
3.2	Revenue Report - 01/31/14
3.3	Budget Report – 02/28/14
3.4	Petty Cash Report – 02/28/14
3.5	Treasurer Report – 01/31/14

and

**WHEREAS**, the Randolph Township Board of Education has received the Report of the Treasurer for the month of January 2014, Finance Exhibit # 3.5,

<u>JAN 31, 2014 FUND</u>	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 6,741,755.15	\$ 4,577,632.06
(11) Current Expense	-----	-----
(12) Capital Outlay	-----	-----
(20) Special Revenue Fund	(311,314.67)	81,229.43
(30) Capital Projects Fund	873,915.56	245,576.62
(40) Debt Service Fund	(942,934.09)	.15
(60) Food Service	99,588.47	13,644.15
(63) Community School	166,815.61	395,251.62
<b>TOTAL</b>	<b>\$ 6,627,826.03</b>	<b>\$ 5,313,334.03</b>

**WHEREAS**, in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

**NOW, THEREFORE, BE IT RESOLVED**, the Randolph Township Board of Education accepts and approves the above referenced reports certification and orders that they be attached to and made a part of the minutes, and

**BE IT FURTHER RESOLVED**, in compliance with N.J.A.C. 6:20-2A.10(e), the Randolph Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of it's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

**4. RESOLUTION TO RESCIND PIP MOTION NO. 4 OF 18 FEBRUARY 2014 AND REPLACE WITH THE FOLLOWING RESOLUTION TO CONTINUE MEMBERSHIP IN THE POOLED INSURANCE PROGRAM OF NEW JERSEY**

**WHEREAS**, a number of Boards of Education in various Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B, and;

**WHEREAS**, said Pool was approved effective July 1, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date, and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

**WHEREAS**, the Board of Education of Township of Randolph has determined that membership in the Pooled Insurance Program of New Jersey is in the best interest

of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Township of Randolph does hereby agree to renew membership in the Pooled Insurance Program of New Jersey and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2014 to June 30, 2017;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Group's Bylaws and to deliver the same to the Executive Director.

**5. RESOLUTION TO APPROVE APPLICATION FOR CHANGE OF USE OF OFFICE SPACE FOR LIFE SKILLS CLASSROOM FOR 2014-2015 SCHOOL YEAR**

**RESOLVED**, the Randolph Township Board of Education requests the approval from the New Jersey Department of Education, Morris County Office, for the following location:

(Former Transportation Office) 555 Millbrook Avenue: change of use: from office space to life skills classroom for students with special needs involved in Transition program.

**6. RESOLUTION TO APPROVE AN EXCEPTION TO FACILITY USE POLICY 7510**

**WHEREAS**, the Randolph Board of Education has established a Facilities Use Policy No. 7510, and

**WHEREAS**, such policy contains when and how users of district owned facilities will be use and/or charged,

**WHEREAS**, on May 3, 2014, a Community Wellness Day will be held at the Randolph Middle School in support of the district's wellness initiate,

**NOW THEREFORE, BE IT RESOLVED**, any costs that would be determined due under Policy 7510 shall be waived for this May 3, 2014 event.

**7. ACCEPTANCE OF DONATION**

**BE IT RESOLVED**, the Randolph Township Board of Education accept the following donation:

- **Fernbrook School**, a check in the amount of \$938.70, a matching grant donation from The Benevity Community Impact Fund, a fund of American Endowment Foundation for exclusive charitable use of the school as defined in the appended check stub and Benevity Giving Platform.
- **High School**, donation from the Randolph Education Foundation in the amount of \$6,550.00 awarded to RHS teachers Mr. Nick Albanito and Mr. Steve Cullis for their proposal of “Truly Differentiating the Physical Education Classroom”. The proposal aims to increase wellness and self-image of approximately 240 students daily through the use of Polar wireless hear rate monitors and licenses for the Polar GoFit app.

AMENDMENT1

- **Middle School**, from the RMS PTO Grant Committee donation of the following having an estimated value of \$1,215.46

<u>Grant Title:</u>	Amount
○ Marimba Bar Tuning .....	\$ 225.00
○ AATSP membership for teaching staff member..	121.00
○ RMS Historical Landmarks Project .....	239.48
○ Building the Future .....	629.98

**BE IT FURTHER RESOLVED**, that Ms. Lisa Gross, Principal of the Fernbrook School, Ms. Deborah Iosso, Principal of Randolph High School and Dr. Dennis Copeland, Principal of the Middle School acknowledge the donations in a letter to the appropriate parties.

**8. RESOLUTION FOR THE ADOPTION OF TENTATIVE BUDGET**

**BE IT RESOLVED**, the tentative budget for the Randolph Township School District / Randolph Board of Education be approved for the 2014-2015 school year and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b><u>GENERAL FUND</u></b>	<b><u>SPECIAL REVENUES</u></b>	<b><u>DEBT SERVICE</u></b>	<b><u>TOTAL</u></b>
<b>2014-15 TOTAL EXPENDITURES</b>	\$ 82,916,839	\$ 1,240,239	\$ 4,055,206	\$ 88,212,284
<b>LESS: ANTICIPATED REVENUES</b>	\$ 14,464,289	\$ 1,240,239	\$ 274,653	\$ 15,979,181
<b>TAXES TO BE RAISED</b>	\$ 68,452,550	\$ 0	\$ 3,780,553	\$ 72,233,103

and, to advertise said tentative budget in the Randolph Township School District / Randolph Board of Education in accordance with the form suggested by the State Department of Education and according with law; and

**BE IT FURTHER RESOLVED**, that a public meeting be held in the Randolph High School Auditorium, May 6, 2014 at 8:00 p.m., for the purpose of conducting a public hearing on the budget for the 2014 - 2015 school year.

#### **9. RESOLUTION FOR TRAVEL AND RELATED EXPENSE REIMBURSEMENT**

**WHEREAS**, the Randolph Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

**WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

**THEREFORE, BE IT RESOLVED**, the Board of Education approves all travel not in

compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

**BE IT FURTHER RESOLVED**, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.1, to a maximum expenditure of \$ 167,157 for all staff and Board members.

AMENDMENT1

**10. RESOLUTION TO EXTEND SUBSCRIPTION BUSING**

**WHEREAS**, parents of district student – **R.R.**- previously applied for *temporary* subscription busing through March 2014, Finance, Facilities and Transportation Motion No. 9, January 14, 2014.

**WHEREAS**, said motion was granted and duly approved by the Board on 14 January 2014.

**NOW THEREFORE, BE IT RESOLVED**, the parents of said student - **R.R.** - wish to extend same subscription busing for their child through the end of the 2013-2014 school year.

**11. RESOLUTION TO APPROVE AN AGREEMENT FOR 2013-14 SCHOOL YEAR**

**RESOLVED** the Randolph Township Board of Education approves an agreement with State of New Jersey Department of Children and Families for placement of student A.R.Z.; for education services commencing on January 7, 2014, and shall be in effect for the 2013-14 school year.

**EDUCATION MOTIONS 1 – 4** Version3

**MARCH 18, 2014**

Amended: March 17, 2014

On behalf of Education Committee Ms. Anne Standridge made a motion seconded by Ms. Colleen Pascale and carried unanimously by a roll call vote to approve Education Motions 1 – 4 with an exception:

Board member David Rosenblatt was absent.

**1. Field Trips**

- a. **MOTION** to approve field trips for Randolph High School on the following dates. Costs for transportation and any associated fees will be paid by students, club, etc. No student will be deprived of participation due to

financial hardship.

DATE	GRADE/ CHAPERONES	TRIP	# OF STUDENTS
Mar. 2014	Transition Class/B. McBreen & J. Jones	Gateway Apartments in Randolph, NJ	5
Mar. – June 2014	Transition Class/B. McBreen & J. Jones	Central Office and Randolph Elementary School Visits, Randolph, NJ	5
April 2014	Transition Class/B. McBreen & J. Jones	Morristown Police Dept., Morristown, NJ	5
April 2014	Transition Class/B. McBreen & J. Jones	Morris County Jail, Morristown, NJ	5
May 2014	Grades 11 & 12/K. Eberhardt & A. Kanya	Rider Univ. Tomorrow's Teacher, Lawrence Twp., NJ	18
April 2014	Grade 11/A. Kanya, R. Zavala, L. Wasylyk & P. McQueeney	AMC Theatre to see Monuments Men and meet Harry Ettlinger, Rockaway, NJ	87
June 2014	Grade 12/L. Horvot, L. Heinrich & TBD	Senior Class trip to Jenkinson's Point Pleasant Beach, NJ	250
April 2014	Grades 9 <sup>th</sup> & 11 <sup>th</sup> L. Heinrich & M. Hrehovick & TBD	Sustainability Challenge at FDU, Madison or Teaneck, NJ	50
May 2014	Grades 9 – 12 J. Moen & J. Misiunas	Morris County Courthouse, Morristown, NJ	45
May 2014	Grades 9 – 12 (Interact Club) J. Moen, A. Buchanan, P. Dunnigan & J. Misiunas	La Vida Day Care Center, Paterson, NJ	40

- b. **MOTION** to approve an overnight field trip for approximately 12 qualifying athletes, one bus driver, and three coaches to attend the NJSIAA Track and Field Championships in Egg Harbor, New Jersey from May 30 -31, 2014. The amount to be funded by the Randolph Athletic Department (lodging/meals for students and staff, mileage, and substitute coverage) is estimated to total \$1,200.00.
- c. **MOTION** to approve an overnight field trip for students attending the NJ FBLA State Leadership Conference. The trip will take place from March 27-28, 2014 in East Brunswick, New Jersey. Student and chaperone costs will be funded by their families.
- d. **AMEND** the August 20, 2013 2.e. motion to read: an overnight field trip for members of the RMS Family Career Community Leaders of America (FCCLA) to attend the annual state competition/conference at the Hilton Hotel



in Cherry Hill, New Jersey. The trip will take place during March 2014. Student costs will be funded by students and their families. *Teacher chaperone costs will be paid by RMS funds. Parent chaperones will be responsible for their own costs.*

- e. **AMEND** the August 20, 2013 2.f. motion to read: an overnight field trip for the eighth grade art enrichment group to attend a Raku Firing at Peter’s Valley Craft Education Center. The trip will take place during April 2014 in Layton, New Jersey. Student costs will be funded by students and their families. *Teacher chaperone costs will be paid by RMS funds. Parent chaperones will be responsible for their own costs.*

**2. Professional Development**

- a. **MOTION** to approve one high school teacher (TBD) to attend the ASCD Conference on Teaching Excellence in Grapevine, Texas from June 27-29, 2014. The estimated costs of \$2,500.00 will be paid by District funds.
- b. **MOTION** to approve all grade two teachers (special and general education) to attend a half-day in-district workshop titled “Overview of the Independent Reading Assessment” on April 30, 2014. There is no cost for the training (provided by the Literacy Coordinator). Substitute costs will be paid by Elementary Supervisor funds.
- c. **MOTION** to approve nine grade three teachers to attend a full-day, in-district follow up training titled Problem-Based Learning: Unit Development” during March 2014. There is no cost for the training. Substitute costs will be paid by the Elementary Supervisor funds.
- d. **MOTION** to approve the following professional development opportunities:

**DISTRICT FUNDING**

LAST NAME	FIRST NAME	SCHOOL	NAME OF WORKSHOP	DATE OF WORKSHOP	WORKSHOP TOTAL COST
Black	Nancy	RHS	Teaching the World Forum	4/24/14	\$51.50
Browne	David	CO	NJASA/NJAPS A 32nd Annual Spring Conference	5/21/14, 5/22/14 & 5/23/14	\$1,005.63
Coleman	Steve	RMS	Annual Art Enrichment	4/24/14 & 4/25/14	\$206.00

Coppola	Adriana	RHS	Transforming the Culture of Learning: Aligning the Common Core to Digital Literacy	3/10/14, 4/28/14 & 5/28/14	\$479.45
Curtis	Mary	CG	Chris Lehman - A Closer Look at Close Reading	3/29/14	\$103.00
Emmel	Peter	Tech	2014 International Society for Technology in Education (ISTE): Advance Digital Age Learning	6/27/14, 6/28/14, 6/29/14, 6/30/14, 7/1/14 & 7/2/14	\$2,535.00
Fik	Jacqueline	RMS	Instructional Coaching Institute	7/21/14, 7/22/14 & 7/23/14	\$1,768.44
GaNung	Karen	RMS	NJFCCLA Spring Leadership Conference and Competition	3/19/14, 3/20/14 & 3/21/14	\$483.00
Hernandez	Laura	RHS	Evidence/Feedback Regional Training	4/11/14	\$150.00
Luciano	Gina	CO	Systems 3000 Training - HR Review Training	4/10/14	\$30.39
Mizelle	Cindy	IR	Translating data into action to improve practice	3/7/14	\$25.00
Neves	Michael	CO	NJASBO - Public School Purchasing: The Nitty Gritty!	3/20/14	\$54.41
Olsen	Jonathan	RHS	Transforming the Culture of Learning: Aligning the Common Core to Digital	3/10/14, 4/28/14 & 5/28/14	\$416.85

			Literacy		
Quinn	Peter	RHS	AP Summer Institute - Government and Politics U.S.	7/28/14, 7/29/14, 7/30/14 & 7/31/14	\$845.00
Suttle	Luke	RMS	NBIN - New Balance Indoor T&F National Championships	3/14/14	\$103.00
Vandenburgh	Darlene	RMS	Systems 3000 Training - HR Review Training	4/10/14	\$30.39
Vitale	Anne	RMS	NJTEEA Annual STEM Conference and Expo	5/16/14	\$218.92
Wasylyk	Lena	RHS	Transforming the Culture of Learning: Aligning the Common Core to Digital Literacy	3/10/14, 4/28/14 & 5/28/14	\$529.20
Watson	Stacy	RMS	Annual Art Enrichment	4/24/14 & 4/25/14	\$206.00

#### IDEA FUNDING

LAST NAME	FIRST NAME	SCHOOL	NAME OF WORKSHOP	DATE OF WORKSHOP	WORKSHOP TOTAL COST
Hamblin	Danielle	CO	NJAPSA Presents: An Informative Presentation on Current Legal Issues	3/25/14	\$50.81
Silva	Stephanie	CG	Autism, Aspergers, Sensory & ADHD	4/15/14	\$181.63

**AMENDMENT 1**

- e. **RESCIND** the February 18, 2014 2.g. motion to approve up to 136 teachers (K-3 general education, K-12 special education and ESL teachers)

for a half-day mandated Dyslexia training on March 10, 11 and 18, 2014 with AM & PM sessions. Substitute costs to be paid by District funds.

f. **MOTION** to approve the following professional development opportunities:

**DISTRICT FUNDING**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL</b>	<b>NAME OF WORKSHOP</b>	<b>DATE OF WORKSHOP</b>	<b>WORKSHOP TOTAL COST</b>
Cullis	Stephen	RHS	NJEGC Conference	3/11/14	\$103.00
Germinario	Kristin	RHS	Knowles Science Teaching Fellowship Spring Meeting 2014	3/18/14	\$103.00
Rusynko	Oksana	RHS	Let Naviance Tools Work for You	4/30/14	\$50.30
Slattery	Christine	SH	The Administrative Assistants Conference	3/18/14	\$263.00

**IDEA FUNDING**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL</b>	<b>NAME OF WORKSHOP</b>	<b>DATE OF WORKSHOP</b>	<b>WORKSHOP TOTAL COST</b>
Falcon-Duran	Evy	CO	Council for Exceptional Children - Annual Convention	4/10/2014	\$323.33
McBreen	Brianne	RHS	Council for Exceptional Children - Annual Convention	4/10/2014	\$323.33

g. **MOTION** to approve the following professional development opportunities:

**DISTRICT FUNDING**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SCHOOL</b>	<b>NAME OF WORKSHOP</b>	<b>DATE OF WORKSHOP</b>	<b>WORKSHOP TOTAL</b>
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					<b>COST</b>
<i>Torres</i>	<i>Kristin</i>	<i>RMS</i>	<i>All County Basketball Recognition</i>	<i>3/20/14</i>	<i>\$103.00</i>

**3. Special Education**

a. **MOTION** to approve the administrative decisions in the following Harassment, Intimidation and Bullying cases:

- 3-010
- 6-033
- 6-034
- 6-035

b. **MOTION** to approve the placement of Randolph Student **SE14-64 Grade 2** in the Special Education program at The Children’s Therapy Center effective February 26, 2014 and, BE IT FURTHER MOVED, that a contract be entered into with The Children’s Therapy Center at the tuition rate of \$31,291.00 (pro rated).

c. **MOTION** to approve the placement of Randolph Student **SE14-65 Grade 6** in the Special Education program at Windsor Learning Center effective March 10, 2014 and, BE IT FURTHER MOVED, that a contract be entered into with Windsor Learning Center at the tuition rate of \$20,005.30 (pro rated).

d. **MOTION** to approve the placement of Randolph Student **SE14-46 Grade 12** in the Special Education program at Capitol Care effective April 7, 2014 and, BE IT FURTHER MOVED, that a contract be entered into with Capitol Care at the tuition rate of \$4,400.00 (pro rated).

e. **MOTION** to approve Stephanie Silva to attend the Autism, Asperger’s Sensory & ADHD workshop on April 15, 2014. Cost of the workshop is \$181.63 to be funded through the IDEA Grant.

AMENDMENT 1

f. **MOTION** to approve the following agency to provide occupational therapy to Randolph students for school year 2013/2014 at the rate of \$90.00 per hour:  
*Pediatric Therapy & Yoga of Morris*

**4. Miscellaneous**

- a. **MOTION** to approve the Harassment, Intimidation and Bullying (HIB) report distributed to Board members on Tuesday, March 11, 2014.
- b. **MOTION** to acknowledge receipt of the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report dated March 4, 2014. This report will be posted on the homepage of the RTNJ website by March 18, 2014 as required pursuant to N.J.S.A. 18A:17-46. **(EXHIBIT 1)**
- c. **MOTION** to approve the Randolph Township Schools Organization Chart updated as of March 2014. **(EXHIBIT 2)**
- d. **MOTION** to approve Jon Zlock, RHS teacher, to conduct a voluntary survey of teachers and a select group of ninth grade students entitled “Technology and Student Achievement.” He will also conduct a focus group with five teachers and an administrative interview. This is part of Mr. Zlock’s requirements to complete his MA in Educational Leadership.
- e. **MOTION** to approve Danielle Soldivieri, Elementary Supervisor, to oversee the participation of grades 3 – 5 in an Efficacy Study of Scholastic’s Independent Reading Assessment (IRA). This study will be conducted through administrative interviews, teacher/parent surveys, student assessment data, focus groups, and observations during the 2014-2015 school year.
- f. **MOTION** to approve the following agencies to provide educational home instruction services for Randolph students during the 2013-2014 school year:

<b><u>AGENCY</u></b>	<b><u>RATE</u></b>
Professional Educational Services, Inc.	\$50/hr.
Education, Inc.	\$50/hr.
Daytop Preparatory School	\$120/day
Middlesex Regional Educational Services	\$63/hr.
Silvergate Preparatory School, LLC	\$50/hr.
Silver Hill Hospital	\$100/hr.
Educere, LLC	\$200/course
	\$100/course
	\$ 29/course
St. Clare’s Hospital CCIS	\$55/hr.
Somerset Medical Center	\$47/hr.

On behalf of Policy Committee, Ms. Christine Aulenbach made a motion seconded by Ms. Anne Standridge and carried by a roll call vote to approve Policy / Regulation Motion 1 with an exception:

Board member David Rosenblatt was absent.

1. **RESOLVED**, that the Randolph Township Board of Education hereby approve the following policies and regulation on first reading:

<b><u>Number</u></b>	<b><u>Title</u></b>
P1240	Evaluation of Superintendent (M)
R1240	Evaluation of Superintendent (M)
P3142	Nonrenewal of Nontenured Teaching Staff Member (Revised)
P3144	Certification of Tenure Charges (Revised)
P3221	Evaluation of Teachers (M)
R3221	Evaluation of Teachers (M)
P3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
R3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
P3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
R3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
P3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M)
R3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M)
P4146	Nonrenewal of Nontenured Support Staff Member (Revised)
P5350	Pupil Suicide Prevention
P5351	Pupil Violence Prevention and Response
P7510	Use of School Facilities
P7522	School District Provided Technology Devices to Staff Members
P7523	School District Provided Technology Devices to Pupils

## **NEGOTIATIONS MOTION 1**

**March 18, 2014**

On behalf of Negotiations Committee Ms. Tammy MacKay moved Motion 1, seconded by Mr. Al Matos and carried by a roll call vote to approve Negotiations Motion 1 with an exception:

Board member David Rosenblatt was absent.

**RESOLVED**, the Randolph Township Board of Education approves the sidebar agreement between the Randolph Township Board of Education and the Randolph Township Administrators' Association (RTAA), parties to a collective negotiations agreement in effect for the period July 1, 2009 through June 30, 2012, which remains in effect as the parties finalize a successor agreement. Terms and conditions of the sidebar agreement is summarized in **Negotiations Exhibit 1**, attached hereto, and made a part of the minutes.

### **OATH-OF-OFFICE**

Mr. Ronald Conti was sworn in by the Board Secretary and took his seat on the Board.

Board member Ronald Conti left at 10:10 p.m.

### **Closed Session** – 10:10 p.m.

Board President Tammy MacKay made a motion seconded by Board Vice President Al Matos and carried unanimously by roll call vote to adopt the following with an exception:

Board member Mr. Ronald Conti and Mr. David Rosenblatt were absent.

**BE IT RESOLVED**, in accordance with N.J.S.A. 10:4-12 and 10:4-13 that the Board of Education of the Township of Randolph will hold a closed session regarding Personnel, Litigation and Negotiations. It is not yet possible to determine when the matters discussed in Closed Session will be made public.

The Board returned to open session at 10:55 p.m.

Board member Christine Aulenbach made a motion, seconded by Mr. Al Matos and carried by a roll call vote to approve the following motion with exceptions:

Board member Mr. Ronald Conti and Mr. David Rosenblatt were absent.

**RESOLVED**, that the Board of Education hereby approves the employment contract for Mr. Michael Neves for the 2013 - 2014 school year at an annual salary of \$164,991.00, which represents a 1.5% salary increase; and

**BE IT FURTHER RESOLVED**, that all of the other terms and conditions of Mr. Neves' contract shall remain the same; and

**BE IT FINALLY RESOLVED** that this contract is subject to final approval by the Executive County Superintendent of Schools prior to becoming effective.



## **Adjournment**

Board member Ms. Anne Standridge made a motion seconded Mr. Al Matos and carried by roll call vote to adjourn the meeting at 10:58 p.m.

The board adjourned the meeting at 10:58 p.m.

Respectfully submitted,

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Michael S. Neves  
Business Administrator /  
Board Secretary