

The Randolph Township Board of Education held a Work Session meeting on Tuesday, April 12, 2011 at 7:15 p.m. in the Randolph High School Library, Millbrook Avenue, Randolph, New Jersey.

Board President Ms. Amy Sachs 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 Carey, Ms. Tammy MacKay, Ms. Maria Martorana, Mr. Al Matos, Mr. Harry Ruiz, and Ms. Amy Sachs.

Board member Mr. Ethan Blynn, Ms. Barbara Levinson and Ms. Jeanne Stifelman were absent.

The following administrators were present: Mr. Owen Snyder, Superintendent, Dr. David Browne, Assistant Superintendent and Mr. Michael Neves, Business Administrator / Board Secretary.

Closed Session – 7:15 p.m.

Board member Ms. Tammy MacKay made a motion seconded by board member Mr. Harry Ruiz and carried unanimously by roll call vote to adopt the following with an exception:

Board member Mr. Ethan Blynn, Ms. Barbara Levinson and Ms. Jeanne Stifelman 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.

Board member Ms. Jeanne arrived at 7:35 p.m.

Boar member Ms. Barbara Levinson arrived at 7:55 p.m.

The board reconvened at 8:00 p.m.

Pledge of Allegiance

Review of Board Minutes

Closed Session Minutes, 03-08-11, 03-15-11, 03-29-11

Board Work, Business & Special Session: 03-02-11, 03-08-11, 03-15-11, 03-24-11, 03-29-11

President's Report:

Board member Ms. Christine Carey made a motion, seconded by Ms. Tammy MacKay and carried unanimously by roll call vote to approve **Personnel Motion II, A and B**, with an exception:

Board member Mr. Ethan Blynn was absent.

Personnel and Administration

April 12, 2011

II. Administrators

A. Retirement

1. Accept the resignation of **Owen Snyder**, Superintendent of Schools, for the purpose of retirement, effective July 1, 2011.

B. New Position

1. Approve the appointment of **Dr. David Browne** as Superintendent of Schools, effective July 1, 2011 at the annual salary of \$167,500 pending contract approval by the County Superintendent of Schools.

Public Discussion

Randolph resident wished Mr. Snyder all the best in his retirement. She further commented on the recent State board meeting.

High school student commented on the planning of the PowderPuff football game for the spring. The student laid out probable cause and effect for improper behavior by students.

Correspondence

a. Curriculum

b. Traffic Pattern - RHS RMS

c. "Man of LaMancha"

Committee Reports

Finance, Facilities and Transportation

Education

Policy

Communications

Student Council Representative Report

Ms. Jessica Stamelman commented on students frustration and inability of getting into the school of their choice.

New Business

Ms. Amy Sachs made a motion, seconded by Mr. Harry Ruiz and carried unanimously by a roll call vote to approve **Policy Motion 1**, with an exception:

Board members Mr. Ethan Blynn was absent.

POLICY MOTION

April 12, 2011

1. **MOTION** to amend the following policy for first reading:
 - a. 5200 – Attendance/Tardiness – Grades K-8
 - b. 8100 - Meeting Conflicting with Board of Education Meetings

Public Discussion

Randolph resident requested information on the energy audit.

Another Randolph resident comment on the "Man of LaMancha" play.

Adjournment

Board member Mr. Al Matos made a motion, seconded by and carried unanimously by roll call vote to adjourn the meeting at 10:06 p.m. with an exception:

Board member Mr. Ethan Blynn was absent.

The board adjourned the meeting at 10:06 p.m.

Respectfully submitted,

Michael S. Neves
Board Secretary

POLICY

RANDOLPH BOARD OF EDUCATION

Students
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Attendance - Tardiness - Grade K - 9

5200 ATTENDANCE - TARDINESS - GRADES K-8

The Randolph Township Board of Education recognizes and accepts its legal responsibility to provide a thorough and efficient education for every student within the district boundary. The Board cannot successfully fulfill its responsibility to the student unless the student is present for all regularly scheduled classroom activities. Therefore, it is essential that every parent/guardian and student accept responsibility for the student's attendance at classes as scheduled.

The laws of the State of New Jersey require regular attendance of all students enrolled in the public schools. Regular attendance is essential for success in the continuity of instruction, classroom participation, individual study, and learning experiences. Regular attendance is essential in order to reach the goal of maximum educational benefits for each individual student.

A student must complete four hours of school to be considered present and eligible for extracurricular activities on a given day. All work missed as a result of the absence must be made up through the initiative of the student.

Non-Cumulative Absences - Excused Absences

It is recognized that certain extreme and unavoidable circumstances may prevent a student from attending school. In the event a student is absent for any of the reasons listed below, it will be considered a non-cumulative absence.

1. Approved home or institutional instruction.
2. A doctor's **practitioner's** or dentist's note. **Also acceptable will be a parent/guardian phone call on the date of absence followed up by a written note indicating that the student was absent for illness. Such notes will be accepted in limited quantity and at the discretion of the administration.** Written excuses must be presented within five school days after the student returns to school. If not received within five school days, the absence(s) shall be considered cumulative absence(s).

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Attendance - Tardiness - Grade K - 9

3. The student sent home by the school nurse.
4. Death in the immediate family.
5. Quarantine.
6. Religious holidays prescribed by the State Department of Education.
7. Required court appearance.
8. A student's participation in school related activities, approved in advance. These shall include, but not be limited to field trips, exchange assemblies, concerts and music classes.

Cumulative Absences - Unexcused Absence

Any absence not defined as a non-cumulative absence is a cumulative absence. Vacations when school is in-session are cumulative absences.

Parent/Guardian Notification

Parent/Guardian will be regularly notified of cumulative absences for each half year as follows:

1. After five days - parent/guardian notified by letter.
2. After ten days - parent/guardian notified by letter and a parent conference.
3. After fifteen days - parent/guardian notified by letter and a complaint filed with the municipal court after recommendation by the attendance review committee described below.
4. In suspension cases, only the first day's penalty shall be counted in the fifteen day application.

Attendance Review Committee

After thirty days of unexcused absence per year the student may be retained. The student's attendance record will be reviewed by the Attendance Review Committee. The Attendance Review Committee is comprised of a minimum of three people including the Principal and two or more staff members such as the Vice-Principal or administrative assistant, teacher, school

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nurse, guidance counselor, substance awareness counselor, or member of the child study team.

Careful evaluation of extenuating or mitigating circumstances shall be made by the attendance review committee, adhering to the following criteria which shall include but not be limited to:

1. The student's record of attendance to date.
2. The academic performance demonstrated to date.

Regular Release of Students Before the End of the Normal School Day

There are varying situations which may justify release of certain students from school before the normal time for closing. Such situations are justifiable only if the release does not jeopardize the student's educational program and the reasons for such release can be shown to have positive benefits for the student.

Late Arrival and Early Dismissal

The Board recognizes that from time to time compelling circumstances will require that a student be late to school or dismissed before the end of the school day.

As agent responsible for the education of the children of this district, the Board shall require that the school be notified in advance of such absences by written request of the student's parent/guardian, which shall state the reason for the tardiness or early dismissal. Justifiable reasons may include:

1. Medical or dental appointments which cannot be scheduled outside of school hours;
2. Medical disability;
3. Family emergency;
4. Court appearance;
5. Such good cause as may be acceptable to the administration.

Punctuality to school is a fundamental requirement for school success. It promotes responsibility, self-confidence and

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develops a lifelong positive habit. Tardiness to school is a disruption to the educational process of a child and his/her classmates. Essential learning is missed and the progress of a student education experience is hampered. Academics, related services and additional services are negatively impacted when chronic tardiness occurs, affecting grades and lowering a student's self-esteem.

Parent/Guardian will be notified:

1. Every third time a student is unexcusedly tardy the Principal will send a letter notifying the parent/guardian;
2. Every sixth time a student is unexcusedly tardy the school will record an unexcused absence for that student.

Formerly Policy No. 510.2, Date Adopted: August 3, 1993

Adopted: 18 January 2006
Revised: 14 April 2008;

POLICY

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OPERATIONS

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Meetings Conflicting with Board of Education Meetings

8100 - Meetings Conflicting with Board of Education Meetings

There shall be no official school-sponsored meeting/**event** to which the public is invited on the same evening as a meeting of the full Board of Education that is scheduled on the district calendar. Activities officially involving other school districts are excepted from this policy. **In addition, any subsequent official school sponsored meeting/event on the district calendar shall be considered to avoid conflicts.**

Adopted:

Formerly policy 816.0 - Meetings Conflicting with Board of Education Meetings which was:

Adopted: 10 December 1974

Revised - 20 December 1999