

# Rockaway Borough Board of Education

## REGULAR MEETING MINUTES

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

**Tuesday, April 16, 2019**

Workshop Session: 6:30 PM

Executive Session (Private): 7:30 PM

Regular Monthly Business Meeting: 8:00 PM

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### **ROCKAWAY BOROUGH SCHOOLS' 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 Student Learning Standards.*

#### **1. Call to Order**

*The meeting was called to order at 6:32 p.m., by Mrs. Christa Smith, Board President, by reading the following announcement to those present:*

"In accordance with the Open Public Meeting Act, The Rockaway Borough Board of Education has provided adequate notice of this meeting to the public by having the time, date and place thereof advertised in the Daily Record and The Citizen newspapers, posted our district website, and posted in other public places. Official Board actions will be taken."

#### **2. Board Member Roll Call**

**BOARD MEMBERS PRESENT:** All Five (5): Mrs. Karen Walter, Mrs. Alexis Piombino  
Mr. Jeffery Tobias, Mrs. Linda McGovern (arrived  
6:44 pm) and Mrs. Christa Smith, Board President.

**BOARD MEMBERS ABSENT:** None (0)

**ADMINISTRATION PRESENT:** Mrs. Phyllis Alpaugh, Superintendent of Schools,  
Mr. William Stepka, SBA/Secretary of the Board

**OTHERS PRESENT:** 5 District Administrators, 6 Staff Members &  
1 member of the public.

*The Pledge of Allegiance was then held . . .*

#### **3. 6:30 PM: Workshop Session**

The Board and Administration reviewed and discussed the monthly reports and recommendations listed for approval on the Agenda and any other items brought before it for consideration

##### **A. Administrators & Supervisors Monthly Reports**

1. Lincoln Principal's Report – Mrs. Dachisen read her report
2. Thomas Jefferson Principal's Report – Mr. Waxman read his report
3. Curriculum & Instruction Supervisor's Report – Mrs. Argenziano read her report.  
(Mrs. McGovern arrives at 6:44 pm.)
4. Building & Grounds Supervisor's Report – Mr. Klein read his report.
5. Technology Supervisor's Report – Mr. Reyes read his report.

B. Discussion Items

1. Mr. Stepka provided a verbal update on school fax machines connections.
2. The Board reviewed the Independent 3rd Party IT Audit.
3. The Board, Supt & BA reviewed pertinent agenda items recommended for approval.

4. **7:20 PM: Motion to Adjourn Workshop Session and enter Executive Session**

Be it Resolved, that the Board enter into Executive Session (Private) for the purposes of: 1) Student HIB Decision Reviews, 2) A staff member personnel issue, and 3) Evaluation/Performance Reviews of All Current Instructional, Non-Instructional, Administrator & Supervisor Personnel to Be Considered for Re-Appointment (re-employment) for the 2019-20 School Year; the nature of which will be made public when the need for confidentiality no longer exists. At the conclusion of the Private portion, the Board will reconvene in Public Session at approximately 8:00 pm.

Moved By: Mrs. McGovern    Seconded By: Mrs. Piombino    Voice Vote: All Ayes

5. **8:05 PM: Motion to Adjourn Executive Session I and Begin the Regular Meeting**

Moved By: Mrs. Piombino    Seconded By: Mrs. Walter    Voice Vote: All Ayes

There were now 15 students, their parents and other members of the public in attendance. Mr. Waxman and Mr. Klein were also present.

6. **Spotlight on RAMS**A. Presentation: Recognition of the Starbucks Challenge Winners

Mrs. Cecilia Isenberg, TJ Art teacher, introduced the winners to the Board and the students displayed their winning cups. She also showed some pictures of the Student Art Display now on display in the White House mail hallway (Administration Building).

The Board took a brief recess (8:10 pm to 8:20 pm) to celebrate.

There were now only 6 teachers left and 1 member of the public.

7. **September 24, 2019 Facilities Bond Referendum II Status #1**

- A. Mr. Tobias, Ref Advisory Committee Chair, provided an update along about our project: the district received the PEC letters from the state and they are on the addendum to accept their determination of the Preliminary Eligible Costs (PED) so the state can convert them into a Final Eligible Costs (FEC) commitment.
- B. Mrs. Alpaugh & Mr. Stepka reported on a NJSBA workshop they attended on exploring the best practices on how to build community support for a bond referendum. They discovered that our approach to last October's referendum was pretty much on point, we just need to sharpen our message to the different generational groups in our district.

**8. Public Comment No. 1 on Agenda Items Only**

A. There was none at this time.

**9. Superintendent's Report (Supt)**

A. Legislative/Special Report – discussed “Path to Progress” school consolidation.

B. Upcoming Events/Other Pertinent Information – discussed the Lego visit, preschool expansion, and a grant submitted to the NJ Dept. of Agriculture.

C. Enrollment Report: (this is new & will continue for every regular meeting)

Grade Level & School	Students June 30, 2018	Students March 29, 2019	Diff	Sections (Classes)	Avg Class Size
Preschool - Lincoln	23	27	+4	2	14
Kindergarten - Lincoln	53	61	+8	3	20
Grade 1 - Lincoln	58	46	-12	3	15
Grade 2 - Lincoln	49	63	+14	3	21
Grade 3 - Lincoln	47	54	+7	3	18
<b>Total Lincoln School:</b>	<b>230</b>	<b>251</b>	<b>+21</b>	<b>14</b>	<b>18</b>
Grade 4 - TJ	55	51	-4	3	17
Grade 5 - TJ	74	51	-23	3	17
Grade 6 - TJ	71	74	+3	3	25
Grade 7 - TJ	69	69	0	3	23
Grade 8 - TJ	76	67	-9	3	22
<b>Total Thomas Jefferson:</b>	<b>345</b>	<b>312</b>	<b>-33</b>	<b>15</b>	<b>21</b>
Special Ed Out-of-District:	6	6	0	-	-
<b>Resident Students:</b>	<b>581</b>	<b>569</b>	<b>-12</b>	<b>29</b>	<b>20</b>
Charter/Choice Schs Out:	4	5	+1	-	-
Spec. Ed Tuition Incoming:	5	6	+1	-	-
<b>Total Students:</b>	<b>590</b>	<b>580</b>	<b>-10</b>	<b>-</b>	<b>-</b>

**10. Business Administrator/Board Secretary's Report (BA)**

- A. Correspondence sent/received since our last meeting: None
- B. The Tentative 2019-20 Budget was approved by the County Supt/BA on Monday, April 9th (without the need for any changes) and will be advertised on Wednesday, April 24th in *The Citizen* newspaper for our residents to review. We will have the Public Hearing for the Budget at our regular board meeting on Tuesday, May 7, 2019. The 2019-20 tax levy remains the same dollar amount as it was for the 2018-19 school year.

**11. Meeting Minutes**

- A. Be it resolved, based upon the recommendation of the Business Administrator/Board Secretary, that the following Meeting Minutes be approved and accepted:

March 19, 2019

Workshop Session

Executive Session

Regular Monthly Meeting

**12. Finance**

- A. Be it resolved, based upon the recommendation of the BA, to approve the manifest of Payrolls and Bills & Claims List, which is on file in the Business Administrator's Office:

Bills & Claims List; March 20 to April 16: \$293,481.06

- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfer Report for the month of February 2019.

- C. Be it resolved, based upon the recommendation of the BA, to accept and approve the Board Secretary's Financial Report for the month of February 2019.

*I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of February 28, 2019, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a).*

*William Stepka, RSBA-School Business Admin/Board Secretary.*

- D. Be it resolved, based upon the recommendation of the BA, to accept and approve the Treasurer of School Monies Financial Report for the month of February 2019.

- E. Be it resolved, based upon the recommendations of the Supt & BA, to establish and approve the following incoming student tuition rates for the 2019-20 school year for other districts' students to attend our schools, all rates reflect a 2% increase (except aide, +6.6%) from 18-19, it is also expressly understood that transportation and all its associated costs will be provided by the sending district or parent. (ESY = Extended School Year, or Summer School.)

ESY 5 week Regular Preschool (4 days/wk 2.5 hrs/day) Pgm:	\$2,740
(In-District Parent fee: \$360)	
ESY 5 week RR/LLD (5 days/wk 3.5 hrs/day) Pgm:	\$4,762
ESY 6 week PALS/MD (5 days/wk 3.5 hrs/day) Pgm:	\$8,762
ESY Special Ed. One to One Aide:	\$2,867
10 Mo. Preschool Disabled Pgm (PALS):	\$41,890
10 Mo. RR/Lang/Learn Disabled Pgm:	\$30,607
10 Mo. Multiple Disabilities Pgm:	\$32,575
10 Mo. Regular Kindergarten:	\$13,700
10 Mo. In-District Student Preschool Program:	\$3,600
10 Mo. Regular Grades 1 - 5:	\$13,566
10 Mo. Regular Grades 6 - 8:	\$13,592
10 Mo. Special Ed. One to One Aide:	\$17,915

- F. Be it resolved, based upon the recommendations of the Supt & BA, to approve the enrollment of our district into the Centenary College Professional Development Schools Program as a PSD partner district, which will enable our staff members to enjoy up to 35% off tuition and related costs for graduate level courses.
- G. Be it resolved, based upon the recommendations of the Supt & BA, to approve an amendment to the 2019 Federal Elementary and Secondary Education Act (ESEA) Consolidated Grant Application for Title II-A Funds, to be utilized for expanding Professional Development opportunities for our staff members, to account for another \$11,126 in available entitled unbudgeted funds, to bring the total grant budget to \$21,980, and hereby authorize the Supt & BA submit such amendment to the NJ DOE Office of Grants Management for approval.
- H. Be it resolved, based upon the recommendations of the Supt & BA, to approve and adopt the following resolution in association with the Tentative 2019-20 District Budget submitted to the Morris County Executive Superintendent:

*Whereas*, pursuant to NJAC 6A:23A-7.3, a board of education *must* establish a maximum dollar limit for travel expenditures, as defined in NJAC 6A:23A7.1 et seq,  
*Now, Therefore, Be It Resolved*, that the Rockaway Borough Board of Education approves the establishment of the maximum travel expenditure amount to be \$70,000 for the 2019-20 school year. The maximum travel amount for the current 2018-19 school year is \$75,000, of which, \$18,449 has been spent to date and \$4,432 is currently encumbered.  
 (Background information: The county superintendent has requested this updated resolution for the budget review process from all districts, even though we already adopted a similar resolution at our organizational meeting back in January.)

**13. Personnel**

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Staff Member Professional Development/Travel Expenditure requests.
- B. Be it resolved, based upon the recommendation of the Superintendent, to extend the end date unpaid NJ State Family Medical Leave of Absence for Mrs. Mary Ann Kohaut from March 11, 2019 to no later than June 3, 2019.
- C. Be it resolved, based upon the recommendation of the Superintendent, to approve the following leave of absence request, related to a physician's certified personal disability (pregnancy), for Mrs. Jessica Parry, 3rd Grade teacher at Lincoln school:
  - 1. Paid Disability Leave of Absence, utilizing 49 earned & banked sick days, to begin on or about August 29, 2019 and to end on or about November 8, 2019, then an
  - 2. Unpaid NJ Family Leave of Absence (12 weeks), for child rearing purposes, to begin on or about November 11, 2019 and to end on or about February 7, 2020, and then a
  - 3. Maternity Leave of Absence, Without Pay (in accordance with CBA Article XIII, A.5.) to begin on or about February 10, 2020 through June 30, 2020.

Other pertinent information: Mrs. Parry will essentially be on a leave of absence for the entire 2019-20 school year, but, barring any unforeseen circumstances, she will return to her tenured position for the 2020-21 school year as stated in her request. During the 12 weeks of unpaid NJ Family Leave (2), her health benefits will remain in force, with the employee paying her share of Chapter 78 contributions. Once the 12 week leave expires (3), the Board sponsored health benefits will cease, and she will then be given the option to purchase the health benefits under Federal COBRA regulations with her responsible for paying the monthly premiums. She also has the option to apply for and receive, on her own accord, NJ Family Leave Insurance compensation through the State of New Jersey during the unpaid portion of her leave. Upon the full-time return to her tenured position, her health benefits provided through the Board will be immediately reinstated.

- D. Be it resolved, based upon the recommendations of the Supt & BA, to establish the hourly rates of pay for the following part-time seasonal staff positions for the summer of 2019:
  - a. Summer Custodians (up to 8 positions): up to \$12 per hour.
  - b. Summer Painters (up to 2 positions): up to \$15 per hour.
  - c. Summer Technology aides (up to 2 positions): up to \$12 per hour.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve an employment contract with Mrs. Patricia Carroll, as a Teacher, effective April 1, 2019 for three days, at a per diem rate of \$241.30, based on Step BA-1 (\$48,260) of the teachers' salary guide, salary amount may be subject to change pending completion of negotiations between the Board and teachers' association for the 2018-19 school year.

**14. Curriculum/Instruction/Students**

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Student Field Trip requests.
- B. Be it resolved, to approve the Superintendent's Harassment, Intimidation and Bullying decision dated April 10, 2019 for incident number TJ 2018-19 12.
- C. Be it resolved, to approve the Superintendent's Harassment, Intimidation and Bullying decision dated April 10, 2019 for incident number TJ 2018-19 13.  
 Motion to table until the May 7<sup>th</sup> meeting: Mrs. Walter, seconded by Mrs. McGovern, and unanimously approved by voice vote.
- D. Be it resolved, based upon the recommendation of the Superintendent, to approve forty-five (45) observation hours for Miss Roxann Peters commencing sometime in early May. Miss Peters is a student at Seton Hall University enrolled in their Master of Science in Occupational Therapy (M.S.O.T.) program and will be hosted by Ms. Matrisciano.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve a contract with Hillmar, LLC of North Caldwell, NJ to perform a Bilingual Speech Evaluation for student #288 at the cost of \$525 as required by the Child Study Team evaluation process.
- F. Be it resolved, based upon the recommendation of the Superintendent, to accept the Child Study Team determination for the following Rockaway Borough students (listed by student ID number) to attend the 2019 Extended School Year Programs (ESY) as stated in their IEPs: (district students only; no tuition due)

PALS	PreK	MDL	1/2	3	4	5	6	7/8	7/8	MD	LLD
259	244	232	292	193	246	167	183	222	400	257	3
289	279	261	228	260	221	299	234	270	203	168	13
262	266	225	256	293	267	300	254	272	185	108	296
280	287	169	291	281	297	301	269	200	239	128	187
283	286		206	252	214	268	144	186	250	285	204
			227	294	298		263	271	236	198	155
			304	295			202	170	180	251	194
								255	303		
								12			
								302			

**15. Technology/Building & Grounds**

- A. Be it resolved, based upon the recommendation of the BA, to approve a purchase order with Ben Shaffer Recreation, Inc., of Lake Hopatcong, NJ, to furnish 3 (three) units of: three row non-elevated aluminum bleachers (total seating capacity of 30) for \$3,664.35 (\$1,221.45 each), plus \$485 for delivery (total contract price \$4,149.35) by utilizing NJ State Contract #16-FLEET-00135.
- B. Be it resolved, based upon the recommendation of the BA, to approve a purchase order with Markovski Landscaping, of Rockaway, NJ, to remove 3 trees to the left of TJ and to provide some other tree trimming work along the perimeter of the White House parking lot, based upon their quote dated April 12, 2019, in the amount of \$3,500.
- C. Be it resolved, based upon the recommendations of the Supt & BA, to approve and accept the 3rd Party Independent IT Audit, dated April 12, 2019, conducted by Mr. David Walter, and direct the IT Coordinator to follow and implement its action plans, equipment replacement upgrades and timelines as listed to ensure the district maintains and keeps up-to-date with the latest IT advances to deliver high quality technology & internet services to its students.

**16. Policy**

- A. Nothing at this time.

**Consent Agenda: move and vote on entire agenda in one motion\*:**

Motion By: Mrs. McGovern		Seconded By: Mrs. Piombino	
<u>Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Mrs. Walter	Aye	-	-
Mrs. Piombino	Aye	-	-
Mr. Tobias	Aye	-	-
Mrs. McGovern	Aye	-	-
Mrs. Smith	Aye	-	-

All recommendations unanimously carried, except item \*14c, which was tabled on a separate vote.

**17. Public Comment No. 2 (Agenda & Non-Agenda Items)**

- A. Mr. Onischuk, Teachers' Union Co-President, thanked the Board for its ratification of the new 3 year CBA, and also recognized and thanked previous Board members Mrs. Sarah Concannon and Mrs. Colleen Grow for their efforts in negotiations and the union looked forward to a peaceful partnership with the Board moving forward.
- B. Mr. Onischuk continued and asked for a clarification on the new school bus regs.
- C. Mr. Onischuk then asked Mr. Stepka if there was "anything wrong with the Board accepting the IT Audit." Mr. Stepka stated that the service was offered voluntarily and cost the district nothing, and stated there was nothing wrong with its acceptance.



**18. New Business & Addendum**

- A. Be it resolved, based upon the recommendation of the Supt, to approve a change in the 2018-19 School Calendar to reflect a 1 pm dismissal on Friday, June 14, a 1 pm dismissal and final day for students for Monday, June 17, and a 1 pm dismissal and final working day for teaching staff members (10 month employees) as Tuesday, June 18, 2019.

Moved By: Mrs. McGovern    Seconded By: Mrs. Piombino    Voice Vote: All Ayes

**Addendum**

- A. Be it resolved, based upon the recommendation of the Rockaway Borough Board of Education Negotiations Committee, to ratify the "2018-21 Collective Bargaining Agreement Between the Rockaway Board of Education and the Rockaway Borough Education Association" which covers various job positions and the personnel employed in those positions, retroactive from July 1, 2018 to June 30, 2021; which covers 3 school years: 2018-19, 2019-20, and 2020-21.

Moved By: Mr. Tobias    Seconded By: Mrs. McGovern

Roll Call Vote: Mrs. Walter: Aye, Mrs. Piombino: Aye, Mr. Tobias: Aye, Mrs. McGovern: Aye, Mrs. Smith: Abstain (conflicted), Motion Carried 4-0-1.

- B. Be it resolved, based upon the recommendation of the Superintendent of Schools, to offer one-year retroactive employment contracts to and award the following salaries for the 2018-19 school year (July 1, 2018 to June 30, 2019) to the non-exempt (non-unionized) administrators, supervisors, coordinators, executive administrative assistant staff, and other managerial personnel positions as listed:

Ms. Milissa Dachisen, Lincoln Principal (Yr 2, non-tenured)	\$113,740
Mr. David Waxman, TJ Principal (Yr 2, non-tenured)	\$115,808
Mrs. Jamie Argenziano, C&I Supervisor (tenured)	\$82,513
Mr. Michael Klein, B&G Supervisor (non-tenured)	\$85,000+5K Stipend
Mr. Shaun Reyes, Technology Coordinator (non-tenured)	\$76,002
Mrs. Melissa Nestor, Treasurer (non-tenured)	\$8,079
Mr. Jean-Paul Bonnet, Physician (non-tenured)	\$7,724
Mrs. Sally Ascoli, Executive Sec'y to Supt. (tenured)	\$57,063
Mrs. Nancy Beiermeister, Payroll & HB Coord/Asst. to BA (non-tenured)	\$48,872
Mrs. Sandy Patamia, Accts Payable Coord/Asst. to BA 80%(tenured)	\$37,224

(Mr. William Stepka, our Business Administrator/Board Secretary, will be on May 7th meeting agenda due to his employment contract requiring formal review & approval by the Executive County Superintendent before any action can be taken by the Board.)

Moved By: Mrs. McGovern

Seconded By: Mrs. Walter

Roll Call Vote: Mrs. Walter: Aye, Mrs. Piombino: Aye, Mr. Tobias: Aye, Mrs. McGovern: Aye, Mrs. Smith: Aye, Motion Unanimously Carried 4-0-0.

**Consent Agenda:**

**move and vote on remaining addendum items in one motion:**

<b>Motion By: Mrs. Piombino</b>		<b>Seconded By: Mrs. Walter</b>	
<b><u>Roll Call Vote:</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Abstain</u></b>
<b>Mrs. Walter</b>	<b>Aye</b>	-	-
<b>Mrs. Piombino</b>	<b>Aye</b>	-	-
<b>Mr. Tobias</b>	<b>Aye</b>	-	-
<b>Mrs. McGovern</b>	<b>Aye</b>	-	-
<b>Mrs. Smith</b>	<b>Aye</b>	-	-

All remaining recommendations, items C through G, unanimously carried.

- C. Be it resolved, based upon the recommendations of the Superintendent and Business Administrator, to approve an employment contract with Ms. Wendy Chandler, of Ogdensburg, NJ, as a full-time Accounts Payable Coordinator/Asst. to the BA (a non-exempt, non-certificated administrative management position), in the Business Office, at an annual salary rate of \$49,995 (to be prorated from start date) effective on or about June 10th (pending release from current employer) to June 30, 2019, contingent upon successful clearance of: 1) the Criminal History background check required by P.L. 1986 c.116 and 2) a medical physical including drug screening, in accordance with board policy.

Background Information: 37 resumes were received. Ms. Chandler has 25 years of experience in public schools and 6 years of experience performing the exact duties described in the public ad in another similar sized school district. When rehired for the 2019-20 school year, she understands the salary will remain the same.

- D. Be it resolved, based upon the recommendation of the Superintendent, to approve an employment contract with Ms. Nicole Fernandez, of Pocono Summit, PA, as a full-time Secretary to the Middle School Principal, in Thomas Jefferson School, at an annual salary rate of \$48,000 (to be prorated from start date), effective on or about May 6th or the 13th, 2019 to June 30, 2019, contingent upon successful clearance of: 1) the Criminal History background check required by P.L. 1986 c.116 and 2) a medical physical including drug screening, in accordance with board policy.

Background Information: 29 resumes were received. She has 2 years of experience in a public school district. Ms. Fernandez is currently a resident of Pennsylvania, and fully understands she is required to reside in New Jersey, in accordance with state law, within one year of her start date. She has stated her intent to comply with this law. When rehired for the 2019-20 school year, she understands the salary will remain the same.

- E. The Board, based upon the recommendation of the Superintendent, hereby places Employee #R0000449 on a paid administrative leave, effective at noon of Thursday, April 11, 2019 until further notice.

F. The Board, based upon the recommendation of the Superintendent, hereby approves and mandates Employee #R0000449 to immediately undergo a Fitness for Duty Examination (medical physical and psychiatric examination), in accordance with N.J.S.A. 18A:16-2.

G. The Board hereby (i) accepts the determination of Preliminary Eligible Costs (PEC) as set forth in the letters from the New Jersey Department of Education (the "NJDOE Eligibility Letter"), dated April 3, 2019; (ii) elects to receive the State Share in the form of debt service aid; (iii) determines to construct the Projects; (iv) agrees to locally fund any excess costs and (v) delegates the supervision of the Project to the Business Administrator/Board Secretary.

Background Information: Administration has received letters from the NJDOE which confirms that both revised school infrastructure applications have been reviewed and approved for up to 40% state debt service aid in conjunction with a September 24, 2019 School Facility Renovation Bond Referendum Question.

**19. Next Regularly Scheduled Meeting**

**Tuesday, May 7, 2019 in the TJ Cafeteria:**

Workshop Session: 6:30 pm to 7:30 pm (In public session, no formal action to be taken; discussion only.)

Executive Session: 7:30 pm to 8:00 pm (In private - closed session; not open to the public.)

**Regular Monthly Business Meeting: 8:00 pm (In public, formal action will be taken.)**

**The Public Budget Hearing for the 2019-20 school year will be held, along with the annual re-appointments of staff for the 2019-20 school year.**

**20. Motion to Adjourn: 8:40 PM**

There being no further business before the Board, the meeting is hereby adjourned.

Moved By: Mrs. Walter    Seconded By: Mrs. McGovern    Voice Vote: All Ayes

Respectfully submitted,

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

**Professional Development/Travel Expenditure Approval Requests:**

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Tim Yobs Mike Klein	ESCWJ 2019 Expo/NJ Convention Center, Raritan, NJ	5/15/19	Free	Learning about mold in schools, also building safety/ security and communication systems. CEFM CEU's and all vendors & CO-OP participants.
Tim Yobs	Indoor Air Quality Training/ Bridgewater, NJ	4/26/19	Free	To fulfill the NJDOE requirement to maintain certification
Samantha Selikoff	Observe Film Program for Media Transformers/Ocean City HS	6/4/19	Free	I am visiting the pilot school to see how curriculum is implemented and see students in action before bringing Media Transformers to Rockaway
Lisbeth Schnurman	Practical and Effective Strategies for Integrating Sensory & Motor Learning/ Trenton, NJ	5/1/19	\$229 by 4/16 \$249 after that date	Provide strategies and resources to change, play activities to provide challenges and enable learning. Learn to support regulation to improve focus, concentration, engagement and intentional communication. Assist with executive function, team support and caregiver support.

**Student Field Trip Approval Requests:**

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
5	Bogart Onischuk Selikoff	5/22/19	9:00/ 3:00 pm	TD Bank Ballpark/ Somerset, NJ	50	6	\$28	Experience the Somerset Patriots Baseball Team's School Day, which incorporates aspects of physical education, technology, and math. They follow a curriculum using STEAM, and allow schools access to their resources prior to the game.
1st	Yobs Parent/Orr	5/31/19	8:45/2:30	Liberty Science Center/ Jersey City, NJ	47	19	\$34	To provide students with an opportunity for hands on learning while exploring various science exhibits. Students will also participate, as well as observe science shows.