

# Rockaway Borough Board of Education

## REGULAR MEETING MINUTES

Tuesday, January 25, 2022, 7:30 PM

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

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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.*

### Executive Session I: 6:35 pm (Closed to the Public)

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing exempt matters pertaining to Personnel: 2 exempt employee matters; the nature of which will be made public only when the need for confidentiality no longer exists.

<u>Motion to Enter:</u>	<b>Moved by: Dr. Piombino</b>	<b>Seconded by: Mrs. Walter</b>	<b>Voice Vote: All Ayes</b>
<u>Motion to Adjourn:</u>	<b>Moved by: Mrs. McGovern</b>	<b>Seconded by: Mrs. Walter</b>	<b>Voice Vote: All Ayes</b>

## **1. Call to Order: 7:25 PM**

*The public meeting was called to order at 7:25 p.m., by Mrs. Christa Smith, Board President, by reading the following announcement:*

"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 location advertised in The Citizen Newspaper on January 19, 2022; posted on our website and at town hall. Official Board actions will be taken."

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

***Mrs. Linda McGovern - Present***

*Elected 2020 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2023)*

***Dr. Alexis Piombino, VP - Present***

*Elected 2021 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2024)*

***Mrs. Christa Smith, President - Present***

*Elected 2019 to 7<sup>th</sup> consecutive term (3-year seat to Dec. 31, 2022)*

***Mr. Jeffrey Tobias - Present***

*Elected 2020 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2023)*

***Mrs. Karen Walter - Present***

*Elected 2021 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2024)*

***Mr. Anthony Grieco, Superintendent - Present***

*Appointed July 2021 Chief School Administrator & Non-Voting Board Member (CSA/Supt)*

***Mr. William Stepka, SBA/Board Secretary - Present***

*Appointed 2017 District Business Administrator (BA) & Secretary of the Board*

***Mr. Stepka Declares: All Board Members Present,  
along with special guest Mr. Jeffrey Merlino, Esq., as Board Attorney,  
4 administrators and 1 member of the staff present.***

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

### 3. Workshop Session:

#### A. Administration Monthly Reports -

#### Submitted & Presented by:

1. Lincoln Principal's Report: Ms. Dachisen – present  
Ms. Dachisen presented the DOE Student Safety Data System Report Period 1 (Sept 1 – Dec 31, 2021) reflecting 3 incidents at TJ and none at Lincoln.  
*Dr. Piombino moved, seconded by Mrs. Walter, and unanimously carried, to accept the report and authorize the administration to submit it to the Dept. of Education (DOE)*
2. Thomas Jefferson Principal's Report: Mr. Waxman - present
3. Curr., Inst., and Assessment Director's Report: Ms. Argenziano - present
4. Building & Grounds Supervisor's Report: Mr. Klein - present
5. Technology Supervisor's Report: Mr. Reyes - absent

#### B. Superintendent's Report - Mr. Grieco, Supt.

1. Monthly District Update Report: Mr. Grieco wished much success for the B&G Basketball teams.
2. Start Strong Assessment Presentation (Anthony Grieco & Jamie Argenziano)  
*Motion to accept the report: Mrs. McGovern, seconded by Dr. Piombino & unanimously approved.*

#### C. Business Administrator's & Board Secretary's Report - Mr. Stepka, BA

1. Board Correspondence: Received(R)/Sent(S) since our last meeting:
  - A. There are none.
2. Financial Status Updates:
  - A. 2020-21 Audit: The Audit is near completion & will be presented at Feb 22nd meeting.
  - B. 2021-22 Current Budget Year: Revenue & expenses are within parameters.
  - C. 2022-23 Budget Development Status Update: Administration is in the process.
    1. 2022-23 State Aid to be announced on/or about Feb 25th.
3. B&G/IT Projects Updates:
  1. Summer 22 projects
  2. Post-summer projects for 22-23 budget.

#### D. Other Items for the Good of the Order:

1. School Board Recognition Month:

**WHEREAS**, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public school children; and

**WHEREAS**, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

**WHEREAS**, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

**WHEREAS**, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

**WHEREAS**, the National School Boards Association and the New Jersey School Boards Association have declared January 2021 to be School Board Recognition Month; now, therefore, be it

**RESOLVED**, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey, and be it further

**RESOLVED**, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

*Moved by: Mrs. Walter*

*Seconded by: Dr. Piombino*

*Voice Vote: All Ayes*

#### E. Review of Agenda Items Recommended for Approval

**4. Public Comment No. 1: Agenda Items ONLY**

A. There was none at this time.

**5. Enrollment Report:**

Grade Level & School	Students June 30, 2020	Students June 30, 2021	Students December 31, 2021	Diff from June 21	Sections (Classes)	Avg. Class Size
Preschool - Lincoln	26	19	<b>25</b>	<b>+6</b>	<b>2</b>	<b>13</b>
Kindergarten - Lincoln	63	50	<b>63</b>	<b>+13</b>	<b>3</b>	<b>21</b>
Grade 1 - Lincoln	58	64	<b>59</b>	<b>-5</b>	<b>3</b>	<b>20</b>
Grade 2 - Lincoln	45	59	<b>67</b>	<b>+8</b>	<b>3</b>	<b>22</b>
Grade 3 - Lincoln	62	43	<b>56</b>	<b>+13</b>	<b>3</b>	<b>19</b>
<b><u>Total Lincoln School:</u></b>	<b><u>254</u></b>	<b><u>235</u></b>	<b><u>270</u></b>	<b><u>+35</u></b>	<b><u>14</u></b>	<b><u>19</u></b>
Grade 4 - TJ	53	58	<b>46</b>	<b>-12</b>	<b>3</b>	<b>15</b>
Grade 5 - TJ	53	50	<b>59</b>	<b>+9</b>	<b>3</b>	<b>20</b>
Grade 6 - TJ	51	52	<b>53</b>	<b>+1</b>	<b>3</b>	<b>18</b>
Grade 7 - TJ	74	52	<b>56</b>	<b>+4</b>	<b>3</b>	<b>19</b>
Grade 8 - TJ	69	69	<b>52</b>	<b>-17</b>	<b>3</b>	<b>17</b>
<b><u>Total Thomas Jefferson:</u></b>	<b><u>300</u></b>	<b><u>281</u></b>	<b><u>266</u></b>	<b><u>-15</u></b>	<b><u>15</u></b>	<b><u>18</u></b>
Special Ed Out-of-District:	3	3	<b>3</b>	<b>0</b>	<b>-</b>	<b>-</b>
<b><u>Resident Students:</u></b>	<b><u>557</u></b>	<b><u>519</u></b>	<b><u>539</u></b>	<b><u>+20</u></b>	<b><u>29</u></b>	<b><u>18</u></b>
Charter/Choice Schs Out:	5	2	<b>1</b>	<b>-1</b>	<b>-</b>	<b>-</b>
Spec. Ed Tuition Incoming:	3	3	<b>3</b>	<b>0</b>	<b>-</b>	<b>-</b>
<b>Total Students:</b>	<b>565</b>	<b>524</b>	<b>543</b>	<b>+19</b>	<b>-</b>	<b>-</b>

**6. 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:
1. December 14, 2021: Regular & Executive Sessions I & II.
  2. January 5, 2022: Reorg & Other Business & Executive Session.

**7. 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:
1. Bills & Claims List: December 15 to January 25: \$1,126,401.88
- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfers Report for the month of November.
- C. Be it resolved, based upon the recommendation of the BA, to approve and accept the Board Secretary's Financial Reports for the month of November.  
*I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of November 30, 2021, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a). William Stepka, RSBA- Business Administrator/Board Secretary*
- D. Be it resolved, based upon the recommendation of the BA, to approve and accept the Treasurer of School Monies Financial Reports for the months of November.
- E. Be it resolved, based upon the recommendation of the Supt. & BA, to appoint Parette Somjen Architects, of Rockaway, NJ, as the Architect of record for the 2022 year, in accordance with NJSA 4-11 et. seq, aka Professional Services contracts, which is exempt from public bidding and based on their professional experience and prior performance for the Board.
- F. Be it resolved, based upon the recommendations of the Supt & BA, to establish and approve the following incoming student tuition rates for the 2022-23 school year for other districts' students to attend our school programs - rates will increase by 5% from 21-22 (except for parent paid), it is also expressly understood by all parties that transportation and all its associated costs will be provided by the sending district or parent. (ESY= Extended School Year, or Summer School.)

<b><u>Grade Level/Program</u></b>	<b><u>22-23</u></b>	<b><u>(21-22)</u></b>
ESY 5 Week Reg Preschool (4dys/wk 2.5 hrs/day)	\$2,935	(\$2,795)
ESY 5 Week RR/LLD Program (5dys/wk 3.5hrs/day)	\$5,100	(\$4,857)
ESY 6 Week PALS/MD Program (5dys/wk 3.5hrs/day)	\$9,385	(\$8,937)
ESY Resident Preschool Program (Parent Paid)	\$3,600	(\$3,600)
ESY One to One Aide	\$3,100	(\$2,953)
ESY One to One Shared Aide	\$1,550	(\$1,477)
10 Mo. Resident Preschool Program (Parent Paid)	\$3,600	(\$3,600)
10 Mo. Preschool Disabled F/T (PALS) Program	\$44,865	(\$42,728)
10 Mo. Learn/Lang. Disabled Program	\$32,780	(\$31,219)
10 Mo. Multiple Disabled Program	\$34,890	(\$33,227)
10 Mo. One to One Aide	\$19,375	(\$18,452)
10 Mo. One to One Shared Aide	\$9,690	(\$9,227)
10 Mo. Kindergarten Full Day Program	\$14,675	(\$13,974)
10 Mo. Regular Grades 1 - 5	\$14,530	(\$13,837)
10 Mo. Regular Grades 6 - 8	\$14,560	(\$13,864)

**8. Referenda Building Projects & Contractors**

- A. There are none at this time.

## 9. Personnel

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Staff Member **Professional Development Workshops & Travel Expenditure Requests** that have been deemed related to and within the scope of the employee's current job responsibilities and will enhance the efficient delivery of student instruction and/or furthers the efficient operation of the school district. Reimbursements listed are in accordance with guidelines established by the Dept. of Treasury, BOE Policy, and in accordance with NJAC 6A:23B-1.1., and listed at the end of this agenda.
- B. Be it resolved, based upon the recommendation of the Superintendent, to approve a request for family leave in accordance with the Family and Medical Leave Act (FMLA) for the purpose of child-rearing/paternity leave for **Michael Jones**, Physical Education Teacher at Lincoln School as follows:
1. Unpaid NJ Family Leave Act for child-rearing/paternity leave purposes to begin on February 14, 2022. Barring any unforeseen circumstances, it is Mr. Jones' intention to return to his position on February 28, 2022.
  2. Unpaid NJ Family Leave Act for child-rearing/paternity leave purposes to begin on April 25, 2022. Barring any unforeseen circumstances, it is Mr. Jones' intention to return to his position on May 16, 2022.
  3. It is Mr. Jones' intention to claim family leave insurance benefits under the NJ Family Leave Insurance Act (NJFLIA).
- C. Be it resolved, based upon the recommendation of the Superintendent, to accept and approve the resignation of **Diane Rounsaville**, district Library Media Specialist, for the purpose of retirement, effective June 30, 2022. Please join us in thanking her for her 25 years of dedicated service to the district, community, fellow colleagues, and especially the students and wishing her well in retirement.
- D. Be it resolved, based upon the recommendation of the Superintendent, to approve an amended employment contract for **Anthony VanSaders**, Custodian, to reflect an update in his appointment/start date in the district as effective December 20, 2021, to June 30, 2022, instead of January 1, 2022.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve an amended employment contract for **Marie Wallace**, as a Vocal Music Teacher to reflect her start date in the district as effective January 6, 2022, to June 30, 2022.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve an amended employment contract for **Brianna Cresci**, as a Non-Tenure Track Maternity Leave Replacement Teacher to reflect her new end date in the district as effective September 1, 2021, through February 21, 2022.
- G. Be it resolved, based upon the recommendation of the Superintendent, to approve an AMENDED leave of absence according to the terms of the Collective Bargaining Agreement, previously approved on June 8, 2021, for **Jaclyn Schwarz**, Kindergarten Teacher at Lincoln School. Mrs. Schwarz's leave will now extend continuously through March 26, 2022. It is Mrs. Schwarz's intention to return to her position on March 28, 2022.
- H. Be it resolved, based upon the recommendation of the Superintendent, to approve **Christopher Cayes** as Non-Tenure Track Leave Replacement Second Grade Teacher at Lincoln School, beginning on or about January 24, 2022, through June 30, 2022. Mr. Cayes will be paid based on Guide- Step BA-1 with an annual salary of \$53,135, (to be prorated from start date), pending successful completion of the Criminal History Background Check as required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.

- I. Be it resolved, based upon the recommendation of the Superintendent, to approve **Svitlana Kahuy** as a district Non-Tenure Track Leave Replacement Teacher, beginning on or about March 1, 2022, through June 30, 2022. Ms. Kahuy will be paid based on Guide-Step BA-1 with an annual salary rate of \$53,135, (to be prorated from actual start date). Ms. Kahuy has already completed the required background check and Sexual Misconduct/Child Abuse Disclosure.
- J. Be it resolved, based upon the recommendation of the Superintendent, to approve **Rasha Daoud** as a substitute teacher for the 2021-2022 school year, at a daily rate of \$115.
- K. ~~Be it resolved, based upon the recommendation of the Superintendent, to approve **Keisha Griffith** as a floating substitute teacher, for the 2021-2022 school year, at a daily rate of \$125.~~ **PULLED FROM THE AGENDA AS THE PERSON DECLINED THE POSITION.**
- L. Be it resolved, based upon the recommendation of the Superintendent, to approve **Dylan McBride**, as a covid cleaners/sub-custodian, at \$16.00/hr., effective 1/26/22, for the remainder of the 2021-2022 school year.
- M. Be it resolved, based upon the recommendation of the Superintendent, to approve **Alyssa Summer** as a Special Education Teacher at Thomas Jefferson School beginning on or about March 25, 2022, through June 30, 2022. Ms. Summer will be placed on Guide BA, Step-6 at an annual salary rate of \$57,700 (to be prorated from actual start date), pending successful completion of the Office of Student Protection background check required by P.L. 1886 c.116, and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.

## 10. **Curriculum, Instruction & Assessment**

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the Student Field Trip requests listed at the end of this agenda, if any.
- B. Be it resolved, based upon the recommendation of the Superintendent, to approve a special education incoming tuition contract agreement with the Dover Board of Education, to enroll student #348 in our preschool disabled PALS program, at an annual tuition rate of \$42,728 (to be pro-rated from actual start date) and another \$18,452 (also to be pro-rated from actual start date) for a one to one aide, effective February 3, 2022, to June 30, 2022.
- C. ~~Be it resolved, based upon the recommendations of the Supt & BA, to approve the agreement and contract for telemedicine services, with Diligent Urgent Care, LLC of West Orange, NJ, to provide on-site telemedicine services and on-site COVID testing for staff and students, with additional groups as approved by the Superintendent, at no cost to the Board unless there are less than 100 telemedicine visits per month, effective January 17, 2022, to June 30, 2022. Should monthly telemedicine visits fall below 100 per month, the company will charge, for every one count below 100, \$87.00, and if so, will be paid with ESSER III Federal Funds.~~ **THIS RECOMMENDATION WAS PULLED FROM THE AGENDA AT THIS TIME.**
- D. Be it resolved, based upon the recommendation of the Supt, to approve a tuition agreement with the Union Township Board of Education, to provide educational services for two students: #14733947 and #15009044, for the months of April, May & June of 2021, in accordance with the McKinney-Vento homeless determination, for a grand total of \$7,963.20.

**11. Technology and Buildings & Grounds**

A. There are none at this time.

**12. Policy**

A. Be it resolved to approve the ***Second Reading & Adoption*** of the following new and/or updated Board Policies and/or Regulations, where applicable:

P	7520	LOAN OF SCHOOL EQUIPMENT	Mandated/Revised
P	7650	SCHOOL VEHICLE ASSIGNMENT, USE TRACKING, MAINTENANCE, AND ACCOUNTING	Mandated/Revised

**13. Consent Agenda**

A. Move and Vote on all Agenda Resolutions & Recommendations in One Motion, except Items 10K & 11C:

<u>Roll Call Vote:</u>	<u>Moved &amp; Seconded By:</u>	<u>Yeas</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Absent</u>
Mrs. McGovern:	-	Yea	-	-	-
Dr. Piombino:	Moved	Yea	-	-	-
Mr. Tobias:	-	Yea	-	-	-
Mrs. Walter:	Seconded	Yea	-	-	-
Mrs. Smith:	-	Yea	-	-	-
		5	0	0	0

Mr. Stepka declares all Resolutions & Recommendations are hereby unanimously approved.

**14. Old Business**

A. There are none at this time.

**15. New Business and/or Anything for The Good of the Order?**

A. There are none at this time.

**16. Public Comment No. 2 (Agenda & Other School Business Items to be Heard)**

A. There are none at this time.

**17. Next Regularly Scheduled Meeting**

A. Tuesday, February 22, 2022

The Meeting will begin at approximately 7:30 pm in the Cafeteria of Thomas Jefferson Middle School.

**18. Executive Session II: 8:50pm – 9:22 pm**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing a personnel matter: the SBA's employment contract for the 2021-22 school year; the nature of which will be made public only when the need for confidentiality no longer exists.

**THE BOARD ANTICIPATES BEING IN THE EXECUTIVE SESSION FOR APPROXIMATELY 30 MINUTES.**

**BOARD ACTION WILL NOT BE TAKEN AFTER THIS SESSION CONCLUDES.**

**Motion to Enter:      Moved by: Dr. Piombino      Seconded by: Mrs. Walter      Voice Vote: All Ayes**  
**Motion to Adjourn:      Moved by: Dr. Piombino      Seconded by: Mrs. Walter      Voice Vote: All Ayes**

**19. Motion to Adjourn the Meeting: 9:22 pm**

There being no further business before the Board, the meeting was hereby adjourned at 9:22 pm.

**Moved by: Dr. Piombino      Seconded by: Mrs. Walter      Voice Vote: All Ayes**

Respectfully submitted,

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

**Professional Development/Travel Expenditure Requests:**

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	JUSTIFICATION FOR THE TRIP
Bridget Miller	Legal One HIB Law Update/ Virtual	2/9/22	\$150	HIB/ABS training is essential for the school counselor role.
Christine Matriciano	Practical Interventions for Increasing the Success of School-Based O..T. outcomes / VIRTUAL	3/3/2022	\$279	To increase ideas for practice in the school setting. To expand my knowledge of O.T.-related resources & strategies.
Courtney Conway	Introduction to Responsive Classroom	3/1/2022	\$199	To learn how Responsive Classroom practices, help teachers to foster positive community, integrate academics with the teaching of social and emotional skills, and create the conditions for positive student behavior.

**Student Field Trip Requests:**

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST	JUSTIFICATION FOR TRIP
				None at this time.				