

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, November 16, 2021, 7:30 PM

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

Visit us on the Web: rockboro.org

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: 6:36-7:32p (Closed to the Public)

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing exempt matters pertaining to:
1) legal matters pertaining to construction/renovation contracts in effect; the nature of which will be made public only when the need for confidentiality no longer exists.

Motion to Enter Exec Session:

Moved by: Mrs. Walter

Seconded by: Dr. Piombino

Voice Vote: All Ayes

Motion to Adjourn Exec Session:

Moved by: Mrs. McGovern

Seconded by: Mrs. Walter

Voice Vote: All Ayes

1. Call to Order: 7:32 PM

The public meeting was called to order at 7:32 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 (weekly) on January 21, 2021, and 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 2nd consecutive term (3-year seat to Dec. 31, 2023)

Dr. Alexis Piombino - Present

Elected 2018 to 1st term (3-year seat to Dec. 31, 2021)

Mrs. Christa Smith, President - Present

Elected 2019 to 7th consecutive term (3-year seat to Dec. 31, 2022)

Mr. Jeffrey Tobias - Present

Elected 2020 to 2nd consecutive term (3-year seat to Dec. 31, 2023)

Mrs. Karen Walter, Vice President - Present

Elected 2018 to 1st term (3-year seat to Dec. 31, 2021)

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 Declared All Were Present with 4 Administrators and 1 Staff Member

The Pledge of Allegiance was then held . . .

3. **Workshop Session:**

A. Administration Monthly Reports -

Submitted & Presented by:

- | | |
|--|--------------------------------|
| 1. Lincoln Principal's Report: | Ms. Dachisen |
| 2. Thomas Jefferson Principal's Report: | Mr. Waxman |
| 3. Curr., Inst., and Assessment Director's Report: | Ms. Argenziano |
| 4. Building & Grounds Supervisor's Report: | Mr. Klein |
| 5. Technology Supervisor's Report: | Mr. Reyes – Read by Mr. Grieco |

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

1. Monthly District Update Report.

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

1. Board Correspondence: Received(R)/Sent(S) since our last meeting:
 - A. Lincoln Addition Ribbon Cutting Ceremony Neighbors' Invite (S: 11/12/21)
2. Financial Status Updates:
 - A. 2020-21 Last Year's Budget Status Update: Audit is continuing, new due date 2/5/22.
 - B. 2021-22 Budget Year Status Update.

D. Referenda & Summer 2021 Projects Update

1. **School Roofs:** 100% complete. (All roofs replaced except TJ 4th grade wing; not needed)
2. **Lincoln Interior Improvements I:** 100% complete. (new ceilings, floor tiles & lights)
3. **Lincoln Addition:** Substantially complete, finishing up on the "punch list" phase.
4. **Lincoln Fire Escape:** 100% complete.
5. **Lincoln Interior Improv II & Restroom Reno:** 100% Completed along with IT Closet relocation.
6. **Lincoln & TJ HVAC Replacement/Upgrades:** All new classroom unit ventilators (with new shelving), new copper hot water pipes, and new boilers have been installed at both schools. Completed the new boiler hook-ups and they were fired up on October 14.
7. **District Door Access Upgrade (local funds):** This upgrade will allow every exterior door to have swipe card access. New swipe cards have been issued and the project is complete.
8. **District Security Camera Upgrade (local funds):** All interior cameras & servers have been replaced and upgraded. New exterior cameras were installed and completed on October 15.
9. **District Internet Servers & Switches Upgrade (local funds):** 100%. We now have 5 gigs of Internet service (up from 2 gigs); which will serve the students & staff exceptionally well, given the fact that every student has a Chromebook to conduct uninterrupted daily instruction.
10. **Referenda Discussion Item:**
 - A. Review of Building Projects Status Executive Summary.

E. Any Items for the Good of the Order

1. November Board Member Election Results (Uncertified):
 - 1 - 3 Year Seat: Karen Walter (incumbent): 1,095 votes
 - 1 - 3 Year Seat: Alexis A. Piombino (incumbent): 1,066 votes
 - Other Write-Ins: 23 (Swearing-In Ceremony to be held at the 1/5/22 Reorg Meeting)
2. Summary of Lincoln Addition Ribbon Cutting Ceremony held earlier today at 6:00 pm.

F. Review of Agenda Items Recommended for Approval

4. **Begin the Business/Regular Meeting**

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

- A. There were none at this time.

6. Enrollment Report:

Grade Level & School	Students June 30, 2020	Students June 30, 2021	Students October 30, 2021	Diff from June 21	Sections (Classes)	Avg. Class Size
Preschool - Lincoln	26	19	24	+5	3	8
Kindergarten - Lincoln	63	50	64	+14	3	21
Grade 1 - Lincoln	58	64	58	-6	3	19
Grade 2 - Lincoln	45	59	67	+8	3	22
Grade 3 - Lincoln	62	43	56	+13	3	19
<u>Total Lincoln School:</u>	<u>254</u>	<u>235</u>	<u>269</u>	<u>+34</u>	<u>15</u>	<u>18</u>
Grade 4 - TJ	53	58	46	-12	3	15
Grade 5 - TJ	53	50	60	+10	3	20
Grade 6 - TJ	51	52	53	+1	3	18
Grade 7 - TJ	74	52	56	+4	3	19
Grade 8 - TJ	69	69	52	-17	3	17
<u>Total Thomas Jefferson:</u>	<u>300</u>	<u>281</u>	<u>267</u>	<u>-14</u>	<u>15</u>	<u>18</u>
Special Ed Out-of-District:	3	3	3	0	-	-
<u>Resident Students:</u>	<u>557</u>	<u>519</u>	<u>539</u>	<u>+20</u>	<u>30</u>	<u>18</u>
Charter/Choice Schs Out:	5	2	1	-1	-	-
Spec. Ed Tuition Incoming:	3	3	3	0	-	-
Total Students:	565	524	543	+19	-	-

7. 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. October 26, 2021: Regular & Executive Sessions I & II.

8. 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: October 27 to November 16: \$767,024.50

- B.** Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfers Reports for the months of July, August & September.
- C.** Be it resolved, based upon the recommendation of the BA, to approve and accept the Board Secretary's Financial Reports for the months of July, August & September.
I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of September 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 July, August & September.
- E.** Be it resolved, based upon the recommendations of the BA & District Auditor, to authorize the Business Administrator to collect and deposit into the Board's General Fund, the following T-1 2021-22 Revised Schedule of Local Tax Levy Payments to be received from the Rockaway Borough Tax Collector:

July 1, 2021:	\$773,780
August 1:	\$773,780
September 1:	\$773,780
October 1:	\$773,780
November 1:	\$773,780
December 1:	\$1,146,812
1st Half Levy:	\$5,015,712
January 1, 2022:	\$740,361
February 1:	\$740,357
March 1:	\$740,357
April 1:	\$740,357
May 1:	\$740,357
June 1:	\$740,357
2nd Half of Levy:	\$4,442,146

9. Referenda Building Projects

- A.** There are none at this time.

10. 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 the following leave of absence request, related to a physician's certified personal disability (pregnancy), for **Brianna Jones**, Second Grade Teacher at Lincoln School:
1. Paid Disability Leave of Absence, utilizing 10 earned and banked sick days to begin on or about February 2, 2022, and to end on or about February 15, 2022.
 2. Unpaid NJ Family Leave Act for child-rearing purposes to begin on February 16, 2022, and run continuously through the end of the school year.
 3. It is Mrs. Jones' intention to return to her position on September 1, 2022.
 4. Mrs. Jones intends to claim family leave benefits under the NJ Family Leave Insurance Act. (NJFLIA).
- C.** Be it resolved, based upon the recommendation of the Superintendent, to approve Samantha Trillo for the Newspaper (Thomas Jefferson), at a stipend rate of \$841.00, as per the RBEA Contract (2021-2024).

11. 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.

12. Building & Grounds/Technology

- A. Be it resolved, based upon the recommendation of the BA, to approve and accept the Annual Buildings & Grounds Annual Safety Checklist for Lincoln and Thomas Jefferson Schools for the 2021-22 school year.

13. Policy

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

P	1648.13	SCHOOL EMPLOYEE VACCINATION REQUIREMENTS	Mandated/New
P	1648.14	SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19	Mandated/New
P	5751	SEXUAL HARASSMENT OF STUDENTS	Mandated/New
R	5751	SEXUAL HARASSMENT OF STUDENTS	Mandated/Revised

14. Consent Agenda

- A. Move and Vote on all Agenda Resolutions & Recommendations in One Motion:

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

Mr. Stepka declared all Resolutions & Recommendations were hereby unanimously carried.

15. Old Business

- A. There were none at this time.

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

A. There was none at this time.

17. Public Comment No. 2 (Agenda & Non-Agenda Items to be Heard)

A. There was none at this time.

18. Next Regularly Scheduled Meeting**A. Tuesday, December 14, 2021**

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

19. Executive Session II: 8:12p-8:50p

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing: legal remedies pertaining to construction contracts now in effect; 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 Exec Session: 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

20. Motion to Adjourn the Meeting: 8:50p

There being no further business before the Board, the meeting is hereby adjourned at 8:50 pm.

Moved by: Dr. Piombino 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 Requests:

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	JUSTIFICATION FOR THE TRIP
Milissa Dachisen	Legal One HIB Law Update/ Virtual	11/30/21	\$125	It's mandated that I attend this training as I am the District's Anti-bullying coordinator.
Helena Holmes	40th Annual Bilingual/ESL Conference (virtual)	12/3/21	\$49.00 Title III Grant	To learn about emerging technologies to support English language learners in their language development.
Samantha Selikoff	Observe Dena Orfanitopoulos classroom in Hazlet, NJ	12/20/21	FREE	I would like to meet and observe Dena's STEM and Tech classes. I discovered her blog and social media and would like to bring back ideas.
Samantha Selikoff	NJECC Annual State Conference at Montclair State University	3/8/22 3/9/22	Included in membership	NJECC's state conference allows me to network with other ed-tech coaches and bring back tech and coaching strategies to the district.

Student Field Trip Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST	JUSTIFICATION FOR TRIP
STEM Club	Selikoff	11/18/21	3:30/5:50	Great Swamp OEC	15	3	TBD	The trip is to enhance STEM Deep Divers.
MD	Zangara	11/17/21	10:00/11:00	Shop-rite, Rockaway NJ	9	3	FREE	To enhance our curriculum with real connections and interdisciplinary math skills as well as foster growth in college and career readiness.
6-8	Love/Wallace	6/9/22	8:00am/ 8:00pm	High Note Festival, Dorney Park, Allentown, PA	50 (app)	15 (app)	\$48	Students will perform in an ensemble which will be evaluated with positive taped comments by experienced adjudicators. The experience will be the culmination of much preparation and is a means for motivating the students to practice hard and work toward higher standards. The amusement park is both an incentive and a reward for participation.
MD	Zangara	12/9/21	10:00am/ 11:30 am	Target, Rockaway, NJ	9	4	FREE	To enhance our curriculum with real connections and interdisciplinary math skills as well as foster growth in college and career readiness.

For Reference:

Facilities Renovation Referenda II: History**A. Ref Milestones:**

- 1) **October 2, 2018:** Referendum I Fails overwhelmingly with 3 separate questions totaling \$19M.
- 2) **Sept 24, 2019:** Referendum II Passes 1Q at \$12.5M: YES: 649 NO: 442, Approved by 207 votes.
- 3) **Oct/Nov/Dec 2019:**
 - a) "Arch/Admin Team" formed: Supt, BA, Sup of B&G, B&G Asst, and Architects, and will meet at least monthly throughout the entire schedule, and more if/as needed. All Board members are ad-hoc members and invited to attend as desired, with no more than two (2) attending at any one time. The Board also reserves the ongoing right to request all participants involved in the referendum to attend night Board meetings, when deemed necessary and appropriate by the Board and/or the Supt & BA.
 - b) BA & Financial Advisors consult to establish optimum time & method to market bonds.
 - c) Architect to conduct school field site surveys, soil borings, test pits, utility mark outs, and related work to confirm details of projects to be undertaken.
 - d) Board approves the services of the Construction Attorney, at an hourly rate, to be utilized as needed.
 - e) Board approves "Reimbursement Resolution" to pay for upcoming "soft costs" before Bonds are sold.
- 4) **Dec/Jan/Feb 2020:**
 - a) Architect, in conjunction with A-Team, to prepare the bid specifications.
 - b) Final review of Architect's Bid Documents/Packets conducted by Board's Construction Attorney & BA. Applied to and received Local Finance Board approval for issuance of school district debt (Jan 8)
 - c) BA to advertise the bids "on the street" for at least 10 calendar days.
 - d) Roof Bids Advertised Fri, Jan 10, 2020.
 - e) Lavs & TJ Vestibule Bids Advertised Fri, Jan 17, 2020.
 - f) Contractor Walk thru meetings; Wed, Jan 22, 2 & 3 pm for Roof & Lav/Vestibule Bids.
 - g) BA formally received, publicly opened, and read aloud all bid prices by each contractor who submitted bids on Thursday, February 13, Open Roof Bids (11a) & Lav/Vestibule Bids (11:30a).
 - h) Bond Sale took place on Wednesday, February 19, 2020; all bonds were sold within hours.
 - i) BA informed the Department of Education of debt service payments required for the 2020-21 school year and beyond to secure state funding dollars as previously agreed to. Debt service payments begin approximately 6 months after closing on the sale and will continue for 20 years, to be paid to MCIA on November 1 and May 1 of every year going forward for 20 years.
 - j) The board awarded Roofing & Lavs/Vestibule Contracts at the Feb 25th meeting.
 - k) BA secures "builders' risk" insurance policy for Board for Roof & Lava Vestibule Contracts.
 - l) Lincoln Heating System & Unit Vent (HVAC) Project moved to summer of 2021.

5) March/April 2020:

- a) Bond Sale Closed on March 11, 2020. The district received \$12,480,000 in cash (full amount approved by voters, all bond closing costs paid by "premium" paid for bonds by investors - approx \$175K).
- b) BA to transfer idle funds into allowable investment programs to maximize interest yield.
- c) Lincoln New Addition/Fire Escape Bid advertised Friday, March 20.
- d) Lincoln New Addition/Fire Escape Pre-Bid Meeting with contractors: Wednesday, April 1 @ 3:30 pm.

6) April/May 2020:

- a) Lincoln Interior Improv. & Asbestos Abatement Bid Advertisement: Friday, April 24.
- b) Lincoln Interior Improv. & Asbestos Abatement Pre-Bid Meeting: Tue, April 28 @ 3:30pm.
- c) Lincoln Addition/Fire Escape Bid Opening: Wed, April 29 @ 11 am, Board Office.
- d) Lincoln HVAC Asbestos Abatement Bid Opening: Tue, May 19 @ 11 am, Board Office.

7) May/June 2020:

- a) Award contract for Lincoln New Addition/Fire Escape: Wed, May 6 BOE Meeting.
- b) Award contract for Lincoln Interior Improvements/Asbestos Abatement: Tue, June 2 Special BOE Meeting.

8) Summer of 2020:

- a) Projects to be undertaken:
 - i) Lincoln School: Asbestos abatement for unit vents, gym ceiling replacement, new roof, new classroom floor tiles & ceiling tiles & cafeteria ceiling repair & abatement, and new interior LED lighting, plaster repair.
 - ii) Lincoln Addition: Move trailer, begin construction of 3 classroom additions with a new main office (to be cordoned off and will continue throughout the 20-21 school year).
 - iii) Thomas Jefferson: Renovate existing restrooms for boys, girls, and staff, install a new security vestibule in the main entrance, replace selected roofs.

9) Winter 2020/Spring 2021:

- a) Lincoln Interior Improvements II: Advertisement for Bids: December 11, 2020, Bid opening: Jan 12, 2021, Bid Award Jan 26, 2021. Work to begin after the last day of school in June of 2021, work to be completed August 21, 2021.
- b) HVAC Upgrades: Lincoln & TJ. Advertisement for Bids: December 11, 2020, Bid opening: Jan 12, 2021, Bid Award Jan 26, 2021. Work began after the last day of school in June of 2021. Demo & installation completed by August 31, 2021, and fully functioning by October 15, 2021.
- c) BA to increase "Builders Risk" insurance plan coverage as driven by awarded contract costs.

10) Summer of 2021:

- a) Projects to be undertaken:
 - i) Lincoln Interior Improvements II: restroom renovations, an electrical panel upgrade, IT closet moved, stairwell plaster repair.
 - ii) Lincoln Addition: August 31, 2021 Completion of 3 new kindergarten classroom additions including new main office and security vestibule; furnish & occupy during the month of August to be ready for the 1st day of school & final removal of trailers after 14 years!
 - iii) Lincoln & Thomas Jefferson HVAC Upgrades: IT Closet moved, demo, remove & install new boilers, pumps, piping (removal of asbestos as needed), classroom unit ventilators, an electrical panel upgrade, cafeteria & gym rooftop unit ventilator replacement, copper piping replacement, and asbestos tile removal & install new VCT.

11) August 31, 2021:

- a) Physical completion of ALL Projects and then, during the fall, the Architect completes "punch list items" and contractors are issued final payments. 9/7/21: Lincoln Addition Opens to Students (3 Kindergarten classes)
- b) Lincoln Addition Ribbon Cutting Ceremony held on November 16, 2021.
- c) Fall of 2021: final projects punch lists completed and final contractor payments by 12/15/21.

-----**END OF REFERENDUM HISTORY/SCHEDULE**-----

AND AGENDA