

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, April 12, 2022, 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: 6:37-7:32 (Closed to the Public)

Be it Resolved, that the Board enters into Executive Session (Private) for the purpose of discussing exempt matters pertaining to: Negotiations pertaining to the 22-23 Child Study Team (CST) Shared Services Agreement and a student matter pertaining to a possible HIB incident; the nature(s) of which will be made public only when the need for confidentiality no longer exists.

<u>Motion to Enter:</u>	Moved by: Mrs. Walter	Seconded by: Dr. Piombino	Voice Vote: All Ayes
<u>Motion to Adjourn:</u>	Moved by: Mr. Tobias	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 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 – Absent w notice

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

Dr. Alexis Piombino – Absent w notice

Elected 2021 to 2nd consecutive term (3-year seat to Dec. 31, 2024)

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 - Present

Elected 2021 to 2nd 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 Declared a Board Quorum was Present (3 of 5)
along with 1 administrator and 1 staff member.**

The Pledge of Allegiance was then held . . .

3. Workshop/Regular Session:**A. Administration Monthly Reports -**

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

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

1. Monthly District Update Report, see attached summary.

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

1. Board Correspondence: Received(R)/Sent(S) since our last meeting:
 - A. There were none at this time.
2. Financial Status Updates:
 - A. 2021-22 Current Budget Year: Revenue & expenses are within budget.
 - B. 2022-23 Budget: Presentation at May 3 meeting and will be advertised in the Citizen newspaper on Wednesday, April 20, 2022.

D. Other Items for the Good of the Order:

1. There were none at this time.

E. Review of Agenda Items Recommended for Approval**F. Adjourn Workshop Session and Begin Regular Meeting**

Mrs. Walter moved, seconded by Mr. Tobias and all ayes.

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 April 1, 2022	Diff from June 21	Sections (Classes)	Avg. Class Size
Preschool - Lincoln	26	19	29	+10	2	15
Kindergarten - Lincoln	63	50	64	+14	3	21
Grade 1 - Lincoln	58	64	56	-8	3	19
Grade 2 - Lincoln	45	59	66	+7	3	22
Grade 3 - Lincoln	62	43	56	+13	3	19
<u>Total Lincoln School:</u>	<u>254</u>	<u>235</u>	<u>271</u>	<u>+36</u>	<u>14</u>	<u>19</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	58	+6	3	19
Grade 8 - TJ	69	69	52	-17	3	17
<u>Total Thomas Jefferson:</u>	<u>300</u>	<u>281</u>	<u>269</u>	<u>-12</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>543</u>	<u>+24</u>	<u>29</u>	<u>18</u>
Charter/Choice Schs Out:	5	2	1	-1	-	-
Spec. Ed Tuition Incoming:	3	3	3	0	-	-
Total Students:	565	524	547	+23	-	-

6. Meeting Minutes

- A. Be it resolved, based on the recommendation of the Business Administrator/Board Secretary, that the following Meeting Minutes be approved and accepted:
1. March 22, 2022: Regular & Executive Sessions I & II.

7. Finance

- A. Be it resolved, based on 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: March 23 to April 12: \$862,146.13
- B. Be it resolved, based on the recommendation of the BA, to approve and accept the Budgetary Transfers Report for the month of February.
- C. Be it resolved, based on the recommendation of the BA, to approve and accept the Board Secretary's Financial Reports for the month of February.
- I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of February 28, 2022, 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 on the recommendation of the BA, to approve and accept the Treasurer of School Monies Financial Reports for the months of February.
- E. Be it resolved, based on the recommendations of the Superintendent and BA, that the Rockaway Board of Education "SFA" approves the renewal of the Food Service Management contract with The Pomptonian, Inc. "FSMC" for the food service operation for 2022-2023, renewal year 3 of 4.
1. The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.2273 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fees to the FSMC.
 2. Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by the actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count.
 3. The per meal administrative/management fee of \$0.2273 will be multiplied by the total meals.
- F. Be it resolved, based on the recommendations of the Superintendent and BA, to approve a Professional Support/Non-Public Services Agreement for 192-193 Student State Services (remedial & auxiliary) & the Addendum for the Non-Public Security Aid Program with the Educational Services of Morris County, of Morristown, NJ, to provide these services for the students attending Divine Mercy, as funded by the state for the 2022-23 school year, with financial oversight provided by the Rockaway Borough's School Business Administrator.
- G. Be it resolved, based on the recommendations of the Superintendent and BA, to renew our membership with the Educational Services of Morris County (MCESC) (and approve the joint resolution) for the 2022-23 school year, to provide regular public & non-public, choice, and special education student transportation services, as and if/when needed, in accordance with the shared ride/cost payment structure to maximize transportation efficiency and reduce costs, in accordance with the joint resolution.
- H. Be it resolved, based on the recommendations of the Superintendent and BA, to approve the 2022 NJ Schools Insurance Group Safety Grant application of \$2,800 to install mobile base units for 2-way radios in district school vans and trucks.

8. Referenda Building Projects & Contractors

- A. Be it resolved, based on the recommendations of the BA & Architect, to approve the following "Change Orders" as described:

1. <u>Kappa Construction (HVAC Upgrades)</u> Change Order #4: Justifications	
COR-33: TJ Cafe Column repair/structural design credit	(\$835.00)
COR-34: Additional Alarm lighting kit and horn kit on all 4 boilers	\$4,620.00
COR-35: Credit for labor relating to boiler asbestos abatement	(\$700.00)
COR-36: Additional current switches with relay at all 4 boiler plants	\$6,825.00
	CO #4 Net Change: \$9,910.00
	General Allowance Previous Balance: (\$195,338.07)
	New General Allowance: (\$205,248.07)
	New Contract Amount after adding Gen Allow overage: \$3,162,628.07
	Original Contract Award: \$2,957,380.00

- B. Be it resolved, based on the recommendation of the Superintendent, to approve a contract with Murray Contracting, LLC, of Hackensack, NJ, to demolish, furnish and install new fire rated (as mandated) interior wooden doors (classrooms, gym, cafeteria, and offices) along with all associated ADA compliant door handles, locks and hinges, by utilizing ESCNJ Coop Contract #65MCESCCPS 20/21-03, for the amount of \$203,854.31 as per their proposal dated March 16, 2022. (To be paid with Referenda funds.)

9. Personnel

- A. Be it resolved, based on 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 on the recommendation of the Superintendent, to grant tenure to **Ms. Wendy Chandler**, A/P Coordinator/Asst. to the BA in the Business Office, effective June 14, 2022.
- C. Be it resolved, based on the recommendation of the Superintendent, to approve **Kimberly Panzitta, Joseph Illenye, Nicole Kahwaty, and Ashleigh Sullivan** as substitute teachers for the 2021-2022 school year, at a daily rate of \$115.00.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve **Kaila West** as a Floating Substitute Teacher for the district, not to exceed four (4) days a week at a daily rate of \$125.00 for in-person school instruction effective on or about April 12, 2022, through June 30, 2022. Ms. West has already completed the required background checks and sexual misconduct/child abuse disclosures.

10. Curriculum, Instruction & Assessment

- A. Be it resolved, based on the recommendation of the Superintendent, to approve the Student Field Trip requests listed at the end of this agenda.
- B. Be it resolved, based on the recommendation of the Superintendent, to take from the table and renew the inter-local shared services agreement with the Morris Hills Regional Board of Education to provide complete Child Study Team Services for the 2022-23 school year, as outlined in the proposed agreement, for \$322,809 and an additional daily rate of \$481.91 for any new referrals that might take place in the Summer of 2022.

- C. Be it resolved, based on the recommendation of the Superintendent, to approve the revised 2021-2022 school year calendar.
- D. Be it resolved, based on the recommendation of the Superintendent, to accept & approve the following Superintendent's HIB decision(s) in the following instances as numbered:
1. 229120TJM03032022: Not Substantiated
 2. 230037TJM03182022: Not Substantiated

11. Technology and Buildings & Grounds

- A. Be it resolved, based on the recommendation of the Superintendent, to approve a contract with JCT Solutions, of Springfield, NJ, by utilizing NJ ESC Contract 8-UCCP 24-2021 "Telephone/Associated Services Systems Equipment, Installation, Maintenance Services," to replace and upgrade the district-owned "dark fiber" line running underground between TJ and Lincoln, from 1 gigabyte to 10 gigabytes, during the summer of 2022, for 12,279.02, based on their proposal dated March 22, 2022, and to be paid by 22-23 capital projects funds.
- B. Be it resolved, based on the recommendation of the Superintendent, to approve a contract with Bai Lar Interior Services, of Fords, NJ, to furnish and install 194 new "Clutch Roller Shades" (color grey) for Thomas Jefferson Middle School, for \$29,535.48, by utilizing NJ Coop# 65MCESCCPS Contract #ESCNJ 20/22-01, based on their proposal dated March 31, 2022, to be completed during the summer of 2022 and to be paid by 22-23 capital projects funds.
- C. Be it resolved, based on the recommendation of the Superintendent, to approve a contract with Classic Sport Floors, Inc., of West Berlin, NJ, to replace the entire gym floor at Lincoln School, for \$33,443.61 by utilizing NJ Coop #65MCESCCPS - Repair & Refinishing of Gym Floors Time & Material Bid #MRESC 18/19-62, based on their proposal dated April 5, 2022, to be completed during the summer of 2022 and to be paid by 22-23 capital projects funds.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve a renewal contract with Karl Environmental Group, of Mohnton, PA, to continue to provide Comprehensive Environmental Services (right-to-know, AHERA surveillance & training, and air quality) for the 2022-23 school year, at a cost of \$4,600.

12. Policy

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

Policy/Reg	Number	Title	Reason for Update
P	2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment	Mandated/Revised
P & R	2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Mandated/Revised
P	2451	Adult High School	Mandated/Revised
R	2460.30	Additional/Compensatory Special Education and Related Services	Mandated/ New
P	2622	Student Assessment	Mandated/Revised
R	2622	Student Assessment	Mandated/Revised

P	3233	Political Activities	Revised
P	5541	Anti-Hazing	Mandated/Revised
P	7540	Joint Use of Facilities	Revised
P & R	8465	Bias Crime and Bias-Related Acts	Mandated/Revised
P	9560	Administration of School Surveys	Mandated/Revised
P	2431	Athletic Competition	Mandated/Revised

- B. Be it resolved to approve the **First Reading** of the following new and/or updated Board Policy (P) and/or Regulation ®, where applicable:

Policy/Reg Number Title Reason for Update

P	2415.30	Educational Stability for Children in Foster Care	Mandated
---	---------	---	----------

13. 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:	-	-	-	-	Absent
Dr. Piombino, VP:	-	-	-	-	Absent
Mr. Tobias:	Seconded	Yea	-	-	-
Mrs. Walter:	Moved	Yea	-	-	-
Mrs. Smith, Prez:	-	Yea	-	-	-
		3	0	0	2

Mr. Stepka declares all Resolutions & Recommendations are hereby carried.

14. Old Business

- A. There was none at this time.

15. New Business

- A. There was none at this time.

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

- A. There was none at this time.

17. Next Regularly Scheduled Meeting

- A. Tuesday, May 3, 2022 (22-23 Budget Presentation/Hearing & Annual Staff Reappointments)

The Public Meeting will begin at 7:30 pm in the Cafeteria of Thomas Jefferson Middle School. (Executive Session begins at 6:30 pm - closed to the public.)

18. Motion to Adjourn the Meeting: 8:15 pm

There being no further business before the Board, the meeting was hereby adjourned at 8:15 pm.

Moved by: Mrs. Walter

Seconded by: Mr. Tobias

Voice Vote: All Ayes

Respectfully submitted,

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

Student Field Trip Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST	JUSTIFICATION FOR TRIP
2nd	Tuluca	5/13/22	10-11 am	Rockaway Borough Public Library	21	2	Free	To provide students an opportunity to visit their local library, meet the children's librarian, know how the library is set up for future visits with parents and guardians, sign up for a library card, and continue to develop a love of books and reading.
2nd	Cayes	5/17/22	10-11 am	Rockaway Borough Public Library	23	2	Free	To provide students an opportunity to visit their local library, meet the children's librarian, know how the library is set up for future visits with parents and guardians, sign up for a library card, and continue to develop a love of books and reading.
2nd	Medore	5/20/22	10-11 am	Rockaway Borough Public Library	22	2	Free	To provide students an opportunity to visit their local library, meet the children's librarian, know how the library is set up for future visits with parents and guardians, sign up for a library card, and continue to develop a love of books and reading.
1st	Tajiddin Kahuy Yobs	5/6/22	10:15-1:15 am	Rockaway Borough Public Library	56	4	Free	To provide students an opportunity to visit their local library, meet the children's librarian, know how the library is set up for future visits with parents and guardians, sign up for a library card, and continue to develop a love of books and reading.

Professional Development/Travel Expenditure Requests:

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	JUSTIFICATION FOR THE TRIP
Daniele Ferrone	Use Desmos to Strengthen Math Instruction/ virtual	4/8/22	\$279	Make the best use of Desmos calculator/explore ways to use Desmos on chrome books to increase student success.
Anthony Grieco Jamie Argenziano	2022 Education Career Fair/ William Paterson University	4/8/22	\$125.00 Total for 2	Career Fair for soon-to-be college graduates.
Sally Ascoli Nancy Beiermeister	CDK Personnel End of Year meeting/ Washington, NJ	4/28/22	Free Mileage: \$25.62 Mileage: \$25.62	CDK is our personnel management software system. This meeting will provide support in the optimization of our use of this system.
Wendy Chandler	CDK Accounting End of Year meeting/ Washington, NJ	4/29/22	\$50 Mileage: \$25.62	These meetings are critical to keeping up to date on new features and provide an opportunity to learn tricks of the trade, connect with other professionals, and to share our wish lists with the CDK staff.
Nancy Beiermeister	NJASBO Payroll Administrators Program/ Whippany, NJ	5/17/22	\$100	It will provide an overview of recent changes and review best practices in payroll administration.
Wendy Chandler	NJASBO Administrative Assistant Program/ Whippany, NJ	5/17/22	\$100	These meetings presented by our Board Attorney, are informative, insightful, and deal with issues that often present themselves to persons in my position.
Sally Ascoli	NJASBO Administrative Assistant Program/ Whippany, NJ	5/17/22	\$100	It will provide an overview of current topics relating to best practices for business office and superintendent office administration.
Jamie Argenziano	NJASA Spring Leadership Conference 2022/ Atlantic City, NJ	5/18-20/22	Registration: \$599	Previously approved 3/22/22. Change to reflect a registration fee for non-members. Annual State convention for Superintendents/Administrators to attain the latest updates and information affecting every aspect of administering a public school district.
Mary Leslie	NJCIE Summer Inclusion Leadership conference/ Kenilworth, NJ	6/28/22	\$150 Mileage: \$25	Develop the skills and resources to provide effective inclusion.
Brianna Luongo	12th Annual School Climate & Anti Bullying Conference	5/25/22	\$199	As the anti-bullying specialist and leader for the School Culture and Climate Committee, it is important to continue education in the area. I will learn about raising awareness about bullying prevention, learn strategies for building a positive school climate, and ways to promote self-care for staff.
Aileen Schumacher	Teaching Adaptive Yoga to Children with Special Needs	On Demand	\$150	This training focuses on Observation skills, (What to Notice) creating the setting/tone, designing appropriate movement and mindfulness activities and affirmations.
Lisbeth Schnurman	The Stuttering Foundation of America - 3 online stuttering conferences	Virtual TDB	\$75.00	The increase of referrals from parents and teachers regarding stuttering has increased dramatically. I am looking to sharpen my skills.

- NJSLA Testing

4th Grade

April 25th-27th- Math

April 29th, 2nd, and 3rd- ELA

5th and 6th Grade

May 5th, 6th, and 9th- Math

May 11th, 12th, and 13th- ELA

3rd, 7th and 8th Grade

May 16th, 18th, & 19th- Math

May 23rd-25th- ELA

5th and 8th Grade

May 26th and May 31st- Science

- 2nd and 3rd grade students participated in the American Heart Association's Kids Heart Challenge
- Our John Deere has arrived.
- Lap Tops and Chromebooks have arrived- Fiber project upgrade this summer
- Job Postings- ESY, Math Interventionist, Special Education, and Media Specialist will all be going out before the end of the week.
- Summer Projects
- Grants
- QSAC
- COVID
- May will include a lot of personnel recommendations. Mostly existing staff, but also some new hire recommendations, possibly.
- Career Fair
- Church