

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Tuesday, April 24, 2018

Regular Business Meeting (Public): 7:30 PM

Executive Session (Private): 7:00 PM

Public Hearing for the 2018-19 School Budget

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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 7:00 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."

The Pledge of Allegiance was then held . . .

2. Roll Call

BOARD MEMBERS PRESENT: Five (5): Mrs. Sarah Concannon, Mrs. Colleen Grow, Mrs. Linda McGovern, Mr. Jeff Tobias, and Mrs. Christa Smith, Board President.

BOARD MEMBERS ABSENT: None (0).

ADMINISTRATION PRESENT: Mrs. Phyllis Alpaugh, Superintendent of Schools, & Mr. William Stepka, School Business Administrator/ Secretary of the Board

OTHERS PRESENT: 35 Members of the public, staff, students and parents

3. Motion to enter Executive Session: 7:01 PM

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing Negotiation Matters; the nature of which will be made public when the need for confidentiality no longer exists.

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

4. Motion to Reconvene to Public Session: 7:30 PM

Moved By: Mrs. Grow Seconded By: Mrs. Concannon Voice Vote: All Ayes

All Five Board members and Administration were still present.

5. Referendum Public Hearing/Input Session #3

Mr. Greg Somjen, principal partner from the architectural firm of Parette Somjen Architects, of Rockaway NJ, will provided an update regarding the Building & Renovation Projects Referendum to be held on Tuesday, October 2, 2018: Everything is moving forward as we are still awaiting NJDOE funding commitment letter. Mrs. Heather Walker questioned what had to pass, as such she was directed to read the agenda below:

Referendum Questions:

#1 ONE New boilers and other infrastructure improvements for both schools.

#2 TWO Lincoln School – 3 new classroom & new main office addition.

#3 THREE TJ – New Gymnasium.

NOTE: Question #1 ***must pass*** in order for #2 and/or #3 to be approved.

6. Comments from the Public: Agenda Items Only, if any

There were none at this time.

7. Spotlight on RAMS

(Mrs. McGovern departs the meeting at 7:45pm)

A. Odyssey of the Mind

Mr. Charles Malaniak, Advisor, provided a brief update concerning The team's advancement to the World Finals, at Iowa State University, from May 22 to May 27, to participate in the ultimate competition.

Whereas, the Thomas Jefferson School sponsored and sanctioned Co-Curricular "Odyssey of the Mind" Club has been crowned NJ State Champions in their competition division on April 15, 2018, and

Whereas, the Board of Education, teachers, parents, students and the community as a whole wish to congratulate them on their success thus far and offer our sincerest best wishes to them in the next step of the competition, now therefore,

Be It Resolved, based upon the recommendations of the Superintendent of Schools and Business Administrator, to contribute \$3,000 to the club to help offset the cost of registration, lodging, meals, and transportation to/from and at the World Finals from May 22 to May 27, 2018 - GO TEAM!

Moved by: Mrs. Grow Seconded by: Mrs. Concannon Roll Call Vote: All Ayes
Resolution unanimously carried.

8. Presentation: Proposed Soccer Co-Curricular Program for 2018-19

Mr. Mike Onischuk, P/E Teacher, provided a brief PowerPoint presentation to propose starting a soccer program for the 2018-19 school year.

Be It Resolved, based upon the recommendations of the Superintendent of Schools and Business Administrator, to authorize the creation of a district sponsored Co-Curricular Soccer Program for the 2018-19 school year, with a coaching stipend(s) to be paid in accordance with the collective bargaining agreement (CBA) between the Rockaway Board of Education and the Rockaway Education Association.

Moved by: Mrs. Concannon Seconded by: Mrs. Grow Roll Call Vote: All Ayes
Resolution unanimously carries.

9. School Budget Public Hearing for the 2018-19 School Year.

Mrs. Alpaugh and Mr. Stepka provided an overview of the 2018-19 School Budget and will highlight the enhancements/changes to educational programs, personnel, and overall tax rate impact.

The floor was then opened for questions from the public.

A Resident had a question concerning why the state does not fund all districts equally.

The Board then entertained the following resolution:

Whereas, the Rockaway Borough Board of Education is responsible for providing a thorough and efficient education for all eligible children who reside in Rockaway Borough by developing a District School Budget for the 2018-19 school year as prescribed by the NJ State Board of Education, State law and Administrative Code, and

Whereas, the Administration, in conjunction with the Board, staff members, and community at large, has put forth a responsible and justified budget which addresses major areas in need of enhancements, and

Whereas, the Budget, which has been approved by the Executive County Superintendent of Schools and Executive County Business Administrator, has been published in local newspapers, in accordance with state law, and a Public Budget Hearing was held in accordance with state law, now therefore

Be It Resolved, that the Rockaway Borough Board of Education hereby formally approves and adopts the 2018-19 School Budget in the total amount of \$10,067,727 which includes a local tax levy of \$8,539,037 as presented and directs the School Business Administrator/Board Secretary to complete any and all necessary final state and county paperwork to implement the Budget, and

Be It Further Resolved to authorize the Superintendent of Schools and School Business Administrator/Board Secretary to administer this budget for the 2018-19 school year.

Moved by: Mrs. Grow Seconded by: Mrs. Concannon Roll Call Vote: All Ayes
Resolution was unanimously carried.

10. Superintendent's Report

- A. Principals' Reports – Mrs. Alpaugh Read both Lincoln's & TJ's reports.
- B. Curriculum Report – Mrs. Alpaugh read the report.
- C. Technology Report – Mrs. Alpaugh read the report.
- D. Facilities Report – Mr. Klein read his report.
- E. Special Reports – There was none at this time.
- F. Upcoming Events:
 - 1. OEM Meeting with Local OEM Team
 - 2. Bike Rodeo to be held May 6, 2018.
 - 3. Washington's School Bell to be re-dedicated on May 20, 2018.

11. Committee Reports

- A. Education Committee – None at this time.
- B. Human Resources Committee – None at this time.
- C. Operations Committee – None at this time.

12. Business Administrator/Board Secretary's Report

- A. Correspondence – None at this time.
- B. Highlights of Consent Agenda by Mr. Stepka & Mrs. Alpaugh.

13. Consent Agenda: (* Minutes, Finance, Policy, Curriculum, and Personnel)

- A. *Be it resolved*, by the Rockaway Borough Board of Education to make all items, listed below, designated with an asterisk (*) be part of the consent agenda and be approved:

Moved By: Mrs. Concannon		Seconded By: Mrs. Grow	
Board Member Roll Call Vote:	Aye	Nay	Abstain
Mrs. Sarah Concannon	Aye		
Mrs. Colleen Grow	Aye		
Mr. Jeffrey Tobias	Aye		
Mrs. Christa Smith	Aye		

All resolutions/recommendations unanimously carried.

14. *Meeting Minutes

- A. **Be it resolved* that the following Meeting Minutes be approved:
 March 27, 2018: Executive Session I
 Regular Meeting & Referendum #2, Executive Session II

15. *Finance

- A. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve the manifest of Payrolls and Bills & Claims List from the Finance Committee as follows, which is on file in the Business Administrator's Office:
 Bills & Claims List 4/24/18: \$767,032.19

- B. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve and accept the Board Secretary's Financial Reports for the month of February 2018.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of February 28, 2018, 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.

- C. **Be it resolved*, based upon the recommendation of the Business Administrator, to accept and approve the Treasurer of School Monies Financial Report for the month of February 2018.
- D. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a contract with Delta T Group, of Woodbridge NJ, to provide purchased custodial services for one full-time custodian, effective April 9, 2018 to June 30, 2018, or to end sooner if a suitable permanent new staff member custodian is hired, at an hourly rate of \$21 for approximately 464 hours at a cost of \$9,744.
- E. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve an application to accept The NJ School Insurance Group's ERIC West Sub-Fund "Safety Grant" for the 2017-18 School Year in the amount of \$3,200. These funds will be used to enhance safety & security for all those who come into our schools.
- F. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a professional services contract with "Cambridge Construction Management" of Clinton, NJ, in the amount of \$7,500, to act as an independent "3rd Party Estimator" to review and validate Parette Somjen's cost estimates for all projects to be included in the Bond Referendum Vote to be held on Tuesday, October 2, 2018.
- G. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal, for the 2018-19 school year, of a contract for the Supplemental Nutrition Assistance Program (SNAP) software program provided by Professional Software for Nurses, Inc. of Amherst, NH based upon their renewal quote of \$1,000, dated April 17, 2018.

- H. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal, for the 2018-19 school year, of a contract to provide trash & recycling service for the district, with Waste Management of NJ, based upon their renewal quote of \$9,516, dated April 12, 2018.
- I. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal, for the 2018-19 school year, of a contract, with SimplexGrinnell, of Rockaway, NJ, to provide monitoring & servicing of the following school building equipment: fire alarms, fire sprinkler pre-action, clock maintenance, kitchen smoke hoods, and fire extinguishers, based upon their renewal quote of \$11,451.09, dated February 22, 2018.
- J. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal, for the 2018-19 school year, of a contract to provide Comprehensive Environmental Services with Karl Environmental Group, of Mohnton, PA, in the amount of \$5,450, based upon their quote dated March 29, 2018. (This includes: RTK (right to know filing), AHERA (asbestos hazard emergency response act), Air quality management services, PEOSH HCS training, and ability to utilize emergency services, if needed.)
- K. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal, for the 2018-19 school year, of a contract to provide a maintenance agreement for the wheelchair lift at Lincoln school, with Handi-Lift Service Company, of Carlstadt, NJ, in the amount of \$755.00, based upon their quote dated January 22, 2018.
- L. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal, for the 2018-19 school year, of a contract to provide Complete Fixed Asset Management Services, including tagging, reporting, and calculating depreciation costs, with Duff & Phelps Inc., of Wrightstown, PA, in the amount of \$1,150.00, as per their quote dated March 26, 2018.

16. **Policy**

- A. **Be it resolved*, to approve the **FIRST** reading of the following updated and/or new policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
R	R5530	Substance Abuse	Revised

17. *Curriculum

- 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 approve the attached list of Student Instructional Field Trip Requests.
- C. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a Child Study Team request for Hillmar, LLC to conduct a bilingual speech evaluation for student #262 as needed for further evaluation, at the cost of \$525.00.
- D. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a Child Study Team request to add student #259 and student #276 to PG Chambers physical therapy schedule 1 x weekly individual service, as stated in their IEPs.
- E. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a renewal, for the 2018-19 school year, of a contract to provide the student management database system and all accompanying software for “On Course, Systems for Education”, of Media PA based upon their renewal quote of \$23,948.80, and dated February 12, 2018.
- F. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a renewal, for the 2018-19 school year, of a contract to provide emails archiving services only, along with DNS hosting and Domain name registration, with K12USA.COM (dba Networks & More!, Inc.), of Island Heights, NJ, at a cost of \$541.40, as per their quote dated April 3, 2018. (We need to “archive” all emails for a period of 3 years, as per state law. However, we will be utilizing Gmail – Google - for the upcoming 2018-19 school year.)
- G. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a 3 year renewal, of a contract to provide internet content filtering, serviced by Cisco Umbrella, of San Francisco, CA, based upon their quote of \$3,120.12, dated April 3, 2018.
- H. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a 5 year renewal, of a contract to provide internet & computer firewalls including all updates, with CDW-G, of Vernon Hills, IL, in the amount of \$3,014.14, based on their quote dated March 29, 2018.

- I. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a renewal, for the 2018-19 school year, of a contract to provide complete HP Chrome book Insurance Coverage (including theft, accidental damage, fire, and power surges) for 165 HP Chrome books, with Safeware, Inc., of Dublin, OH, at a price of \$20.07 each for a total of \$3,311.13, as per their quote dated December 13, 2017. (This contract also includes direct FedEx overnight replacement service.)

18. *Personnel

- A. **Be it resolved*, based upon the recommendation of the Superintendent, to approve a new .5 FTE (½ time) Guidance Counselor position for the Lincoln Elementary School effective for the 2018-19 school year.
- B. **Be it resolved*, based upon the recommendation of the Superintendent, to approve an employment contract for **Kelly Carmona** as a personal/instructional aide, effective retroactively from April 16, 2018 to June 30, 2018, at an hourly rate of \$14.00 per hour, not to exceed 5.75 hours per school day, contingent upon successful clearance of the required criminal history background check and physical evaluation.

19. General Comments from the Public (Agenda & Non-Agenda Items):

Mrs. Adamchick asked that the Board provide additional class sections and blended learning environments.

20. Old Business

There was none at this time.

21. New Business

The Board asked to put District & Board Goals for 2018-19 on next month's agenda and the process to evaluate the superintendent.

22. Next Meeting

Tuesday, May 15th, 2018; Executive/Closed Session at 7:00 pm with the Regular Public Meeting to begin at approximately 7:30 pm.

23. Motion to Adjourn: 9:30 pm

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

Moved By: Mrs. Concannon Seconded By: Mrs. Grow Voice Vote: All Ayes

Respectfully submitted,

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

Rockaway Borough Board of Education
Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES	PURPOSE OF THE TRIP
P. Alpaugh	NJ Association of School Administrators, Atlantic City, NJ	5/16-18/18	Reg \$550.00 Hotel \$99.00 pp/dy Mileage: \$86.18	Annual State Convention for Superintendents to attain the latest updated and information affecting every aspect of administering a public school district.
P. Alpaugh B. Stepka J. Argenziano	QSAC Monitoring Mtg. Somerset Cty. Office	5/1/18	No Fee Mileage: \$20.34	Receive relevant information regarding our scheduled QSAC monitor in 2018/19
A. Barbone	Harassment Intimidation & Bullying Training Program – Spring 2018/Toms River	5/22/18	\$145.00	As the Anti-Bullying Specialist it is essential to stay up to date on the HIB Law & Processes.
M. Klein	NAETI ½ day AHERA Refresher Ocean, NJ	5/4/18	\$135 Mileage & tolls	To receive continuing education to keep AHERA and asbestos certification in force and up to date.

Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
*MD/ PALS	Zangara/ Panzica	6/15/18	9:30am/ 2:00pm	Turtle Back Zoo/ West Orange	16	10	\$10.00	To enhance our social skills curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
Kindergarten	Hartnett Moriano Kim	6/19/18	9:00am/ 2:00pm	Turtle Back Zoo/ West Orange	53	9	\$22.00 per student \$10.00 per adult	The students will be provided an enriching educational experience that fosters excellence in the education and wildlife conservation, so that they are inspired to understand, appreciate and the fragile interdependence of all living things
Odyssey of the Mind Club	C. Malaniak	5/22/18		Iowa State University, Iowa	7	2	\$3,000 BOE Support	To Participate in the "World Finals of the Odyssey of the Mind" competition. GO TEAM!