

**ROCKAWAY BOROUGH BOARD OF EDUCATION  
ROCKAWAY, NEW JERSEY  
THOMAS JEFFERSON SCHOOL  
REORGANIZATION MEETING  
APRIL 28, 2009**

**I. Call to Order and Flag Salute**

The meeting was called to order at 7:30 p.m. by Board Secretary, Joseph P. Hurley Jr.

**II. Oath of Office**

Joseph P. Hurley Jr., Board Secretary, swore in Laura Lugo, Debra McNally and welcomed them as new Board Members.

**III. Notice of Announcement**

In accordance with the Open Public Meetings Act, the Rockaway Borough Board of Education has provided adequate written notice of the time, date and place of this meeting to the Daily Record and The Citizen.

**IV. Roll Call**

**Board Members Present:** Ruben Fuentes, Eileen Haynes, Laura Lugo and Debra McNally.

**Board Members Absent:** Paul Oster

**Administration Present:** Superintendent of Schools, Emil J. Suarez and Business Administrator/Board Secretary, Joseph P. Hurley Jr.

**V. Results of Election:**

a. For (2) three-year term for membership on the Board of Education:

	<u>Polls</u>	<u>Write-In</u>	<u>Absentee</u>	<u>Total</u>
<b>Laura Lugo</b>	<b>486</b>	<b>0</b>	<b>8</b>	<b>494</b>
Russell Perry	327	0	9	336
<b>Debra McNally</b>	<b>450</b>	<b>0</b>	<b>9</b>	<b>459</b>

b. That there should be raised for the General Fund Budget of \$6,444,711 for the ensuing school year 2009/2010:

	<u>Polls</u>	<u>Absentee</u>	<u>Total</u>
<b>YES</b>	<b>426</b>	<b>8</b>	<b>434</b>
<b>NO</b>	<b>290</b>	<b>7</b>	<b>297</b>

**VI. Nominations for President**

Nominee: Eileen Haynes

Nomination by: Ruben Fuentes

Seconded by: Debra McNally

The motion was approved in a unanimous roll call vote.

At this point the meeting was turned over to Board President, Eileen Haynes.

**VII. Nominations for Vice President**

Nominee: Ruben Fuentes

Nomination by: Eileen Haynes

Seconded by: Laura Lugo

The motion was approved in a unanimous roll call vote.

**VIII. Appointment by the Vice-President of Chairperson and Co-Chairperson of the Finance Committee:**

Chairperson: Ruben Fuentes

Co-Chairperson: Laura Lugo

The motion was approved in a unanimous roll call vote.

**IX. Nomination for the Morris County Education Services Commission Assembly Representative pursuant to 18A: 6-53:**

Nominee: Ruben Fuentes

Nomination by: Eileen Haynes

Seconded by: Laura Lugo

The motion was approved in a unanimous roll call vote.

**X. Appointments**

**1. Committee Appointments by President for the 2009-2010 School Year:**

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>
Building & Grounds	Ruben Fuentes	Debra McNally
Public Relations	Laura Lugo	Paul Oster
Personnel	Debra McNally	Laura Lugo
Insurance	Eileen Haynes	Paul Oster
Curriculum	Laura Lugo	Debra McNally
Policy	Eileen Haynes	Ruben Fuentes
Negotiations	Ruben Fuentes	Eileen Haynes
<b>Representatives to Organization</b>	<b><u>Chairperson</u></b>	<b><u>Co-Chairperson</u></b>
New Jersey School Boards Association	Eileen Haynes	Ruben Fuentes
Morris County School Boards Association	Debra McNally	Laura Lugo

Home and School Association	Eileen Haynes	None
Rockaway Borough Town Council	Ruben Fuentes	None
Recreation Committee	Debra McNally	Laura Lugo
New Jersey School Boards Legislation	Paul Oster	None
New Jersey School Boards Negotiations	Eileen Haynes	Ruben Fuentes
New Jersey School Boards Policy	Debra McNally	Laura Lugo

A. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments for the 2009/2010 school year:

Joseph P. Hurley Jr.	Business Administrator/Board Secretary ADA Coordinator/Title IX Coordinator Affirmative Action Officer
Emil J. Suarez	Superintendent of Schools
Melissa Nestor	Treasurer of School Monies
Phyllis Alpaugh	504 Coordinator

The motion was approved in a unanimous roll call vote. (Haynes/Fuentes)

B. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments for the 2009/2010 school year:

1. Monica Peck, of Schenck, Price, Smith & King, Morristown, New Jersey, as School Board Attorney.
2. David Sgalia, Henry O. Baker Inc. of Dover, New Jersey as the district Insurance Agent
3. Kellen Chapin, Chapin Architectural Services of Netcong, New Jersey as the district Architect
4. Dr. Jean-Paul Bonnet, School Physician

The Board discussed the qualifications of these firms and selected them based on their professional experience and prior performance for the Board of Education.

The motion was approved in a unanimous roll call vote. (Fuentes/Lugo)

The Board did not appoint Vincent Montanino of the firm VM Associates, Inc., Mt. Arlington, New Jersey as the School Auditor.

C. Be it resolved by the Rockaway Borough Board of Education to appoint Joseph P. Hurley Jr., School Business Administrator, as the Purchasing Agent for the district according to the rules and regulations of P.L. 1999 c.440; and the Purchasing Agent is authorized to award contracts up to his bid threshold of \$29,000.00 and establish the quote threshold at \$4,350.00.

The motion was approved in a unanimous roll call vote. (Fuentes/McNally)

**XI. Policy**

1. Be it resolved by the Rockaway Borough Board of Education to readopt the previously adopted board policy manual and bylaws.

The motion was approved in a unanimous roll call vote. (McNally/Fuentes)

**XII. Curriculum/Services**

- A. Be it resolved by the Rockaway Borough Board of Education to that the following previously adopted curricula and services be adopted for the 2009-2010 school year.

**Curricula** – Communication, Computation, Social Studies, Science, Physical Education, Health & Safety (Substance Abuse Prevention), Family Life, Career Development, Computer (Grade K-8), Art, Vocal Music, Instrumental Music (Grade 4 –8), Foreign Language-Spanish, (Grades K-8), Drug Education and Special Education, Guidance, The Creative Curriculum for Preschool

**Services** – Nurse, Child Study Team, Guidance (K through 8), Library, services and programs for Handicapped Students, Home Instruction, Gifted and Talented, Extra Curricular Athletics (grades 5 through 8), Services to Non-Public Schools, Non-Public School Textbooks, English as a Second Language (ESL), Intra-murals, Yearbooks, Student Government Organization, School Newspaper (T.J. Times), School Musical (Thomas Jefferson Play), and all other activities that normally occur during the course of the school year.

The motion was approved in a unanimous roll call vote. (McNally/Fuentes)

- B. Be it resolved by the Rockaway Borough Board of Education that all previously adopted textbooks be readopted for the 2009-2010 school year.

The motion was approved in a unanimous roll call vote. (McNally/Lugo)

**XIII. Designations**

- A. Be it resolved by the Rockaway Borough Board of Education to designate the Daily Record as the official newspaper of the Rockaway Borough Board of Education and the Citizen as the alternate.

The motion was approved in a unanimous roll call vote. (Lugo/McNally)

- B. Be it resolved by the Rockaway Borough Board of Education that the following signatories be approved for the accounts listed below for the 2009-2010 school year

<u>Account</u>	<u>Bank</u>	<u>Account Number</u>	<u>Signatures</u>
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Lincoln School Student Activity Account	Sovereign Bank	1431078689	Lincoln School Principal and Board Secretary or Superintendent of Schools
Thomas Jefferson School Student Activity Checking	Sovereign Bank	1431055956	Thomas Jefferson School Principal and Board Secretary or Superintendent of Schools
Rockaway Borough Cafeteria Account	Sovereign Bank	1432020595	Rockaway Borough Cafeteria Account
Rockaway Borough Cafe Checking Account	Sovereign Bank	0321163192	Rockaway Borough Cafeteria Account
Treasurer's Account	Sovereign Bank	1431048437	Board President or Vice-President and Board Secretary or Superintendent of Schools and Treasurer of School Monies
Petty Cash Account	Sovereign Bank	1431055964	Board Secretary and Superintendent of Schools
Payroll Account	Sovereign Bank	1431048445	Treasurer of School Monies and Board Secretary or Superintendent
Agency Account	Sovereign Bank	1431048453	Treasurer of School Monies and Board Secretary or Superintendent
Unemployment Insurance	Sovereign Bank	1431060577	Board Secretary and Superintendent of Schools
Referee Account	Sovereign Bank	1431055948	Board Secretary and Superintendent of Schools
SGO Account	Sovereign Bank	1434023923	Unemployment Insurance
Unemployment Insurance Trust	NJ Cash Mgmt	65617	Unemployment Insurance

Rockaway Borough Board of Education Hall of Fame Committee Account	Sovereign Bank	1431089354	Board Secretary and Superintendent of Schools
Treasurer's Account	NJ Cash Management Fund	51241	Board Secretary and Superintendent of Schools
Capital Reserve Account	Sovereign Bank	1432020587	Board Secretary and Superintendent of Schools
Washington DC Account	Sovereign Bank	1431092576	Board Secretary or Superintendent of Schools and TJ Principal
Willow Tree Account	Sovereign Bank	1431094269	Board Secretary or Superintendent of Schools and TJ Principal

The motion was approved in a unanimous roll call vote. (Lugo/Fuentes)

Ms. McNally asked Mr. Hurley if he could look into other financial institutions as well. Mr. Hurley said he is currently in the process of calling banks since there are many fees and he feels they could be earning more interest.

- C. Be it resolved by the Rockaway Borough Board of Education that the following agencies be named as legal depositories for funds of the Rockaway Borough Board of Education:

Ocwen Federal Bank  
Bank of New York  
PNC Bank  
Summit Trust  
Lakeland State Bank  
Valley National Bank  
Sovereign Bank  
Cenlar Federal Savings Bank

The motion was approved in a unanimous roll call vote. (Lugo/Fuentes)

#### **XIV. Meeting Schedule**

1. Be it resolved by the Rockaway Borough Board of Education to establish the following schedule of meetings for the Period of May 2009 to April 2010. Be it further resolved that the Board Secretary/Business Administrator be authorized to publish the schedule of meetings in the Daily Record and The Citizen.

May 12, 2009  
June 15, 2009

May 19, 2009  
(Combined Work Session/Regular)

July 20, 2009	(Combined Work Session/Regular)
August 17, 2009	(Combined Work Session/Regular)
September 8, 2009	September 15, 2009
October 13, 2009	October 20, 2009
November 10, 2009	November 17, 2009
December 8, 2009	December 15, 2009
January 12, 2010	January 19, 2010
February 9, 2010	February 16, 2010
March 9, 2010	March 16, 2010
April 13, 2010	April 27, 2010

The motion was approved in a unanimous roll call vote. (Fuentes/McNally)

**XV. Tax Payment Schedule**

- A. Be it resolved by the Rockaway Borough Board of Education to approve the following monthly school property tax payments from the Borough of Rockaway on the first of each month:

**Regular**

July 2009	\$537,059.25
August 2009	\$537,059.25
September 2009	\$537,059.25
October 2009	\$537,059.25
November 2009	\$537,059.25
December 2009	\$537,059.25
January 2010	\$537,059.25
February 2010	\$537,059.25
March 2010	\$537,059.25
April 2010	\$537,059.25
May 2010	\$537,059.25
June 2010	\$537,059.25
<b>TOTALS</b>	<b>\$6,444,711.00</b>

The motion was approved in a unanimous roll call vote. (Fuentes/Lugo)

**Rockaway Borough Board of Education**  
**REGULAR PUBLIC MEETING**  
**April 28, 2009**

**I. Superintendent's Report**

Enrollment – Mr. Suarez discussed enrollment with the Board and pointed out that the total enrollment is currently 669.

Curriculum and Instruction

- a. NJQSAC - Mr. Suarez discussed the District Performance Committee
- b. NJASK testing – Mr. Suarez discussed the testing schedule.
- c. 8<sup>th</sup> Grade Graduation – Eighth Grade graduation is set for Friday, June 19<sup>th</sup> at Morris Hills High School.

Legislative News

- a. Stimulus Funding – Mr. Suarez informed the Board that the district is slated to get \$238,865 in IDEIA Basic, \$8,633 in IDEIA Preschool and \$17,554 in Title I funding. Mr. Suarez added that he is waiting to for more information on the package.
- b. Consolidation Task Force – Mr. Suarez reviewed the members and informed all that the first meeting is Thursday, May 14 at 6:30pm.
- c. Pension Deferral/Loss of State Aid – Mr. Suarez discussed the pension deferral with the Board.

Facilities

- a. Facilities Review Committee – The next meeting is Tuesday, May 5 at 7:00pm in the Thomas Jefferson Library. Ruben Fuentes and Debra McNally will serve on the committee.
- b. Thomas Jefferson Field Clean Up – Mr. Suarez thanked the Little League for their help cleaning the fields.

Other Items

- a. Swine Flu – Mr. Suarez reviewed he steps the District is taking in response to the Swine Flu cases throughout the Country.

**II. Discussion**

1. Contract Renewals – They will be discussed in closed session.
2. Additional Classroom – Mr. Suarez told that Board that Teresa Rehman, technology coordinator, feels the costs involved with moving the lab upstairs into the old library, will be too much. Ms. Rehman estimated the cost of wiring alone would exceed \$15,000 and a roof mounted A/C would be required to keep a room as large as that cool. Ms. McNally expressed concern about the students leaving the modular to use the bathrooms, since they would be walking alone. Ms. Lugo asked if the Board could rent a room, possibly from the First Assembly of God, as done in the past. Mr. Suarez said that the rooms are not large enough to accommodate an entire classroom. Ms. Lugo stated that she read a study about a school in Sioux Falls that received a waiver for the religious icons in the classroom. Mr. Suarez said that it is not possible in NJ. Ms. Lugo asked if a class from Lincoln could be moved to the Thomas Jefferson School. Mr. Tierney said he will not know until he sees how many classified students there will be next year. Ms. Haynes pointed out that if there is not a place to put the teacher, we will have to have three first grade classes, rather than four. If the Board should choose to have four first grade classes, they want third grade students in the modular.
3. In-service Day – There will be a teacher in-service day on June 18.
4. Board Self Evaluation – Mr. Suarez discussed the evaluation.

**III. Approval of Minutes**

Not action was taken.

**IV. Bill Manifest**

Motion to approve the manifest of bills from the finance committee as follows:

April: \$714,598.78

The regular register is on file in the Office of the School Business Administrator/Board Secretary.

The motion was approved in a unanimous roll call vote. (Fuentes/McNally)

**V. Budget Transfers**

Motion to approve the attached list of budget transfers.

The motion was approved in a unanimous roll call vote. (Fuentes/Lugo)

**VI. Approval of Major Account and Line Item Status**

Motion to approve the Certification of Major Account and Line Item Status

The motion was approved in a unanimous roll call vote. (Fuentes/Lugo)

**VII. Committee Reports**

**A. FINANCE**

1. Be it resolved by the Rockaway Borough Board of Education to approve the Board Secretary's and Treasurer's Reports for March 2009.

The motion was approved in a unanimous roll call vote. (McNally/Fuentes)

2. Be it resolved by the Rockaway Borough Board of Education to approve the March 2009 Cafeteria Checking Account and Reconciliation Reports.

The motion was approved in a unanimous roll call vote. (McNally/Fuentes)

3. WHEREAS, the Legislature passed and the Governor signed S-15 as Chapter 22, P.L. 2009 that reduces the State Aid for the Rockaway Borough school district for the 2008-2009 school by an amount approximating 30,583.  
AND WHEREAS, the Legislature passed and the Governor signed S-21 as Chapter 19, P.L. 2009 that provides school districts with two options concerning their obligation to pay the Public Employees Retirement System, namely payment in full by April 30, 2009, or payment of one-half of the pension obligation by April 30, 2009;  
AND WHEREAS, payment of one-half of the pension obligation requires the district to apply for a deferral schedule which will start in April 2012 and continue for 15 years to repay the deferred portion to the retirement system;  
AND WHEREAS, deferred payments are subject to normal actuarial growth on accrued liabilities of the pension system, which most recently was a rate of 8.25%;  
AND WHEREAS, the School Business Administrator has reviewed the cash flow needs of the Rockaway Borough school district, the surplus balance position of the district, and the impact of the deferral on future budgets if the district should elect to take the deferral or reject the deferral;

NOW BE IT RESOLVED by the Rockaway Borough Board of Education that: It hereby accepts the offer of a deferral by the New Jersey Public Employees Retirement System and authorizes the School Business Administrator to pay one-half of the 2009 PERS pension obligation before April 30, 2009.

The motion was approved in a unanimous roll call vote. (McNally/Lugo)

#### **B. PERSONNEL**

1. Be it resolved by the Rockaway Borough Board of Education to accept, with regret, the resignation of Lori Carlin-Henry effective June 30, 2009.

The motion was approved in a unanimous roll call vote. (Lugo/Fuentes)

2. Be it resolved by the Rockaway Borough Board of Education to approve Cecilia Isenberg as a substitute teacher for the remainder of the 2008-2009 school year at an rate of \$80.00/day.

The motion was approved in a unanimous roll call vote. (Lugo/Fuentes)

#### **C. CURRICULUM**

1. Be it resolved by the Rockaway Borough Board of Education to approve the attached field trip requests.

The motion was approved in a unanimous roll call vote. (Lugo/Fuentes)

#### **D. POLICY**

1. Be it resolved by the Rockaway Borough Board of Education to approve June 18, 2009 as a 1:00pm dismissal day for the purpose of teacher in-service.

The motion was approved in a unanimous roll call vote. (Lugo/McNally)

2. Be it resolved by the Rockaway Borough Board of Education to approve June 19, 2009 as the last day of school for the 2008/2009 school year. School will be dismissed at 1:00 p.m. on that day.

The motion was approved in a unanimous roll call vote. (Lugo/McNally)

#### **IX. Comments from the Public**

Linda Bond told the Board that she and a group of teachers gathered and shared some ideas about the modular with Mr. Suarez and Ms. Alpaugh. One of the main concerns was for the safety of the students as they walked from the modular to Lincoln School door.

Sherry Rich asked if the computer lab could be moved into the modular and put an alarm in the modular. Mr. Hurley will see if the modular has the potential capacity for the electrical upgrades.

Maryann Kawiecki asked if anyone is researching what the District needs to do with the Stimulus Monies. Mr. Suarez said they will begin to research that as soon as the State says what the funds can be used for.

Maryann asked if the Board received a quote for the installation of a camera near the preschool door at the Lincoln School. Mr. Hurley said he did not request a quote for that door, but will, once he finds out if the grant is approved.

Carol Coulther asked why the Board is trying to see what the money can be used on instead of using it for special education. Mr. Suarez said we need to see what the money can be used on before making any decisions.

**X. Old Business**

None.

**XI. New Business**

None.

**XII. Motion to Enter into Closed Session**

"The next topic on the agenda relates to personnel and student personnel which constitutes an exception to the Open Public Meetings Act. Therefore, the Board is permitted to have a private discussion and I will entertain a motion in that regard".

I move that the Board enter into executive session for the purpose of discussing a personnel matter, the nature of which will be made public when the need for confidentiality no longer exists. At the conclusion of this discussion, the Board may reconvene in public session and action may be taken.

The motion was approved at 9:00 p.m. in a unanimous roll call vote. (Lugo/McNally)

**XIII. Motion to Return to Open Session**

A motion was approved to return to open session at 9:20 p.m. (Fuentes/Lugo)

**XIV. New Hire**

Ms. Haynes asked if Mr. Suarez will be interviewing the additional teacher soon. Mr. Suarez said yes and that he has had three internal candidates apply. Ms. Haynes asked that when the final candidates are determined, can the Board see their resumes. Mr. Suarez said yes.

The motion was approved in a unanimous roll call vote. (Haynes/Fuentes)  
Jim Hurley and Russ Perry abstained.

**XV. Adjournment**

There being no further business before the Board, a motion was approved at 9:27 p.m. to adjourn for the evening.

The motion was approved in a unanimous roll call vote. (McNally/Lugo)

Respectfully submitted,

Joseph P. Hurley Jr.  
Business Administrator/Board Secretary