

Rockaway Borough Board of Education

REGULAR MEETING AGENDA

Thomas Jefferson School Cafeteria

95 East Main Street, Rockaway, NJ 07866

Tuesday, February 13, 2018

Executive Session: 7:00 PM

Public Business Meeting: Approximately 7:30 PM

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 will be called to order at approximately 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."

Now please join us for the Pledge of Allegiance . . .

2. Roll Call

Mrs. Sarah Concannon, Mrs. Colleen Grow, Mrs. Linda McGovern,
Mr. Jeffrey Tobias and Mrs. Christa Smith, Board President.

Mrs. Phyllis Alpaugh, Superintendent of Schools

Mr. William Stepka, School Business Administrator/Board Secretary

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

4. Spotlight on RAMS --Lady RAMS Basketball Team

5. Superintendent's Report

- A. Principals' Reports
- B. Curriculum Report
- C. Technology Report
- D. Facilities Report
- E. Special Reports (if any)
- F. Upcoming Events

6. Committee Reports

- A. Education Committee
- B. Human Resources Committee
- C. Operations Committee

7. Business Administrator's Report

- A. Correspondence
- B. Highlights of Consent Agenda

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

9. *Meeting Minutes

- A. **Be it resolved* that the following Meeting Minutes be approved:
January 30, 2018 Regular & Executive Session

10. *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 2/13/18: \$128,392.99

- B. **Be it resolved*, based upon the recommendation of the Business Administrator, to re-confirm and re-approve the following rates for various substitutes for the 2017-18 and 18-19 school years:
1. Sub Teacher: \$90.00 per day for the first ten days and \$95.00 per day for any additional days.
 2. Sub Bus driver: \$17.00 per hour.
 3. Starting sub Bus Aide: \$14.00 per hour.
 4. Custodian: \$12.00 per hour.
 5. Starting summer custodian: \$9.00 per hour.
- C. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a contract with Accredited Lock Supply Company, of Secaucus, NJ, to furnish (not install) approximately 150 lock cores (Medco, American, and Arrow models) for all interior and exterior doors at Lincoln School at a cost not to exceed \$5,620.36 and to be funded by the Federal Title IV grant, which improves the safety and security of our students and staff. This lock system is proprietary and thus not subject to bidding/quoting requirements. We will save approximately \$18,000 by having our in-house maintenance staff install the cores over the spring break.
- D. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal shared services agreement/contract with The Morris Hills Regional School District Board of Education to provide Child Study Team Services for the 2018-19 School year, at a total contract cost of \$219,933.00, effective July 1, 2018 to June 30, 2019. This represents a 1.65% increase from the 2017-18 school year.
- E. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve a services contract with Markovski Landscaping & Tree Service, of Rockaway, NJ, to remove and stump grind, due to immediate safety concerns: 1) the dead silver maple tree in front of the Administration Building, and 2) the dying maple tree on the corner of Central & Keller Avenue, and 3) a hanging branch from another maple tree by the horseshoe, in the amount of \$1,800.00. Other quote rec'd: \$2,500 from Rich's Tree Svs of S.Plfd.
- F. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve the award of a contract to CDW-G, of Vernon Hills, IL, to provide an upgrade to our Anti-Virus computer software: SOPHOS, due to the fact that it is moving to a "cloud based" application and will no longer support a local setup, in the amount of \$1,415.50, utilizing NJPA contract number 100614# CDW Technology.

- G. **Be it resolved*, based upon the recommendation of the Business Administrator, to approve the award of a contract to Keyboard Consultants, of Fairfield NJ, to furnish and install 6 new replacement Smart Boards for rooms TJ125, TJ128, Lincoln TT1, TT2, 108 & 109, in the amount of \$33,389.62, utilizing contract MCESCCPS #65, bid #16/17-28, extended to 8/31/18, which includes a 5 year on-site repair warranty.

11. ***Policy**

- A. **Be it resolved*, to accept the Superintendent's Harassment, Intimidation and Bullying decision dated 1/30/18 for incident number TJ 2017-18 05.
- B. **Be it resolved*, to accept the Superintendent's Harassment, Intimidation and Bullying decision dated 2/1/18 for incident number L 2017-18 02.
- C. **Be it resolved*, based upon the recommendation of the Superintendent, to approve the proposed "Floating Substitute Position" job description.
- D. **Be it resolved*, to approve the Second reading and adoption of the following policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	0169.2	Board Member Use of Social Networks	New
P	3437	Military Leave	Revised
P	4437	Military Leave	Revised
P	5516.01	Student Tracking Devices	New
R	7101	Educational Adequacy of Capital Projects	Revised
P	7425	Lead Testing of Water in Schools	New
P	7440	School District Security	Revised
R	7440	School District Security	Revised
P	7441	Electronic Surveillance in School Buildings and on School Grounds	Revised
R	7441	Electronic Surveillance in School Buildings and on School Grounds	Revised
P	8630	Bus Driver/Bus Aide Responsibility	Revised
R	8630	Emergency School Bus Procedures	Revised
P	9242	Use of Electronic Signatures	New

12. *Curriculum

- A. **Be it resolved*, based upon the recommendation of the Superintendent, to approve the attached list of Professional Development/Travel Expenditure requests.
- B. **Be it resolved*, based upon the recommendation of the Superintendent, to approve the attached list of Field Trip Requests.
- C. **Be it resolved*, based upon the recommendation of the Superintendent, to award a contract to American Tutor, Inc., of Hillsborough, NJ, to provide bedside educational instructional services for student number 974, at an hourly rate of \$58.00, as required, from approximately January 29th to the student returns to school, or, if necessary until June 30th, 2018.
- D. **Be it resolved*, based upon the recommendation of the Superintendent, to award a contract to award a contract to Nessy Reading Center, of Midland, TX, to provide NJ state mandated software screening programs for the early detection of Dyslexia, to be used by our Reading Specialist, for 70 subscriptions at a total cost of \$1,149 for the rest of the 2017-18 school year.

13. *Personnel

- A. **Be it resolved*, based upon the recommendation of the Superintendent, to approve an employment contract for **Patricia Rolph** as a cafeteria aide, effective on or after February 16 to June 30, 2018, at an hourly rate of \$10, not to exceed 2.5 hours per school day, contingent upon successful clearance of the required criminal history background check and physical evaluation.
- B. **Be it resolved*, based upon the recommendation of the Superintendent, to approve an employment contract for **Yasmin Elhendy** as a personal/instructional aide, effective on or about February 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.
- C. **Be it resolved*, based upon the recommendation of the Superintendent, to accept the resignation of instructional aide **Jason Kenyon** effective January 31, 2018.
- D. **Be it resolved*, based upon the recommendation of the Superintendent, to accept the resignation of district custodian **Christopher Caraballo** effective January 31, 2018.

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

As per RBBOE Policy 0167, public participation shall be governed by the following rules:

- A. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;*
- B. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to not less than three minutes' duration;*
- C. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
- D. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member; The presiding officer may:
Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
Request any person to leave the meeting when that person does not observe reasonable decorum;
Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.*

14. Old Business**15. New Business**

- A. Presentation: Proposed Referendum
School Buildings Repair and Replacement of Health & Safety Items

Mr. Gregory Somjen, principal partner of Parette Somjen Architects, of Rockaway, and the district's architect of record, will address the Board with an update of proposed projects and timelines.

B. *Be It Resolved*, Based upon the recommendations of the Superintendent and BA, to approve and adopt the following resolution:

**RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF
ROCKAWAY IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING CERTAIN
ACTIONS IN CONNECTION WITH A PROPOSED SCHOOL FACILITIES PROJECT**

WHEREAS, the Board of Education of the Borough of Rockaway in the County of Morris, New Jersey (the "Board"), seeks to submit school facilities projects to the voters consisting of renovations, upgrades and site improvements at Lincoln Elementary School, Thomas Jefferson Middle School and the Board Office (collectively, the "Project"); and

WHEREAS, the School District will seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) a special election at which a bond referendum authorizing the Project shall be presented to the voters.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF ROCKAWAY IN THE COUNTY OF MORRIS, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board, approves the preparation of Schematic Plans and Educational Specifications by Parette Somjen Architects LLC in connection with the Project and Board further authorizes and directs Parette Somjen Architects LLC to submit same to the New Jersey Department of Education and to the Morris County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Rockaway Borough Planning Board for its review, to the extent required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board approves the Project applications, and Parette Somjen Architects LLC is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board authorizes and directs the Board President, the Superintendent, and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, Parette Somjen Architects LLC and Bond Counsel, Wilentz, Goldman & Spitzer, P.A., as applicable, to take all action required to preserve the opportunity to present the Project to the voters via a bond referendum at a Special School District Election to be held on October 2, 2018.

Section 6. This resolution shall take effect immediately.

ROLL CALL VOTE ON ABOVE REFERENDUM RESOLUTION:

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

- C. *Be It Resolved*, Based upon the recommendations of the Superintendent and BA, to engage the professional financial advisory services of NW Financial Group, LLC, of Hoboken, NJ, to provide any and all necessary financial work associated with a proposed public bond referendum for renovations, upgrades and site improvements at Lincoln Elementary School, Thomas Jefferson Middle School and the Board Office (collectively, the "Project"), at a flat fee of \$10,000, payable at the closing of the proposed bond issuance.

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

16. Next Meeting

Monday, March 19th, 2018; Executive/Closed Session at 7:00 pm with the Public Portion to begin at approximately 7:30 pm.

17. Motion to Adjourn

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

Moved By:

Seconded By:

Voice Vote:

Rockaway Borough Board of Education

Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES	PURPOSE OF THE TRIP
Alpaugh Argenziano	Jr. Achievement/ Edison, NJ	2/22/18	Mileage: 101.6 @ .31= \$31.50	Explore use of Jr. Achievement programs to supplement existing financial literacy standards.

Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
5/6th	Sloane, Fleming, Forte, Corbo, Capen, DenHeyer	5/25/18	8:45 am 2:30 pm latest	Mt. Allamuchy Scout Reservation/ Byram	135	6 - 8	\$30.00	To build skills in team work, individual personal challenge, and goal setting skills in a positive physical outdoor environment.
Volley ball Club	Onischuk/ Leahey	2/27/18 w/ 2/28/18 snowdate	2:30 pm 6:00 pm	Valleyview MS/Denville	45	2	\$0.	Compete in the annual GMCJSCA Club Volleyball tournament and defend 3 championships in a row.
Volley ball Club	Onischuk/L eahey	2/22/18	3:00 pm 5:30 pm	Allamuchy Twp School/ Allamuchy	45	2	\$0.	Compete in a Volleyball scrimmage match leading up to the county tournament
6-8 th	Love/Kope tz	5/18/18	9:00 am 9:00 pm	High Note Festival, Dorney Park Allentown, PA	75	15	\$45.00	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.

8 th Health	Onischuk/ Bogart	3/22/18	8:30 am 2:30 pm	Morris Knolls HS	15	2	\$0.	Participate in the annual MHRD Health Fair; gain valuable health – related knowledge/skills and present projects.
6-8 th PE	Onischuk/ Bogart	5/16/18	8:30 am 2:30 pm	Morris Knolls HS	22	2	\$0.	Compete in the annual MHRD Quadrathlon with other sending districts; showcase physical fitness skills.

(For posting in School Buildings:)

The above **Professional Development/Travel Expenditure & Student Field Trips** were approved by the Board of Education on: