

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, June 8, 2021, 7:30 PM

Thomas Jefferson Cafeteria, 95 East Main Street, Rockaway

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: 6:31-7:29 (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) personnel: exempt employees' terms of employment and 2) negotiations: teachers' association 3 year CBA update; the natures of which will be made public only when the need for confidentiality no longer exists.

Motion to Enter Exec Session: **Moved by: Mrs. Walter Secinded by: Mr. McGovern Voice Vote: All Ayes**

Motion to Adjourn Exec Session: **Moved by: Mrs. McGovern Secinded by: Mr. Walter Voice Vote: All Ayes**

1. Call to Order: 7:30 PM/Public Meeting Begins

The public meeting was called to order at 7:30 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 May 18, 2021, posted on our website and also at town hall. Official Board actions will be taken at this meeting."

2. Board Member Roll Call:

Mrs. Linda McGovern - Present

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

Mrs. Alexis Piombino – Absent w Notice

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

Mrs. Christa Smith, President

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

Mr. Jeffrey Tobias

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

Mrs. Karen Walter, Vice President

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

Mrs. Phyllis Alpaugh, Superintendent of Schools

Appointed 2017 Chief School Administrator & Non-Voting Board Member (CSA/Supt)

Mr. William Stepka, SBA/Board Secretary

Appointed 2017 District Business Administrator (BA) & Secretary of the Board

Mr. Stepka Declares: A Board Quorum is Present with 3 Administrators and approximately 20 staff members also present.

The Pledge of Allegiance was then held . . .

3. Workshop/Regular Sessions Start Now

A. Principals' & Supervisors' Reports: Submitted & Presented by:

- | | |
|--|-----------------------------------|
| 1. Lincoln Principal's Report: | Ms. Dachisen/Read by Mrs. Alpaugh |
| 2. Thomas Jefferson Principal's Report: | Mr. Waxman/Read by Mrs. Alpaugh |
| 3. Curriculum & Instruction Supervisor's Report: | Mrs. Argenziano |
| 4. Building & Grounds Supervisor's Report: | Mr. Klein |
| 5. Technology Supervisor's Report: | Mr. Reyes |

B. Superintendent's Report - Mrs. Alpaugh, Supt.

1. Mrs. Alpaugh thanked everyone for a "good tough year."
2. Upcoming Events: End of Year Activities, 8th Grade Dance, Field Day and Graduation
3. Special Reports: No Covid cases since April 26th.

D. District Business Admin./Board Secretary's Report - Mr. Stepka, BA

1. Board Correspondence: Received(R)/Sent(S) since our last meeting:
 - A. None at this time.
2. Financial Status Update:
 - A. 2020-21 Current Budget Status Update.

E. Referendum Report #18 - Mr. Stepka, BA

1. School Roofs: 100% complete. (All roofs except TJ 4th grade wing; not needed)
2. Lincoln Interior Improvements I: 100% complete. (new ceilings, floor tiles & lites)
3. Lincoln Addition: Exterior brick walls going up, roof being closed in; project on schedule end 8/1/21.
4. Lincoln Fire Escape: Scheduled for replacement summer of 2021.
5. Lincoln Interior Improv II & Restroom Reno: Awarded to Academy Construction 1/26/21. Kick-off meeting held Feb 18. Actual work to be done in the summer of 2021.
6. Lincoln & TJ HVAC Replacement/Upgrades: Awarded to Kappa Const. 1/26/21. Kick-off meeting held Feb 18. Work progressing during 2nd shift on weeknights.
7. Referendum Discussion/Decision Item(s):
 - A. None at this time.

F. Board Member Discussion Items for the Good of the Order

1. New Superintendent verbal update: on the transition as Mr. Grieco will be here July 1, 2021.
2. November Board Member Election: Nominating Petitions due Monday, July 26 to County Clerk.
3. Board Goals for the 2020-21 School Year Review & Update.

G. Review of Agenda Items Recommended for Approval

The Regular Business Meeting began.

4. Public Comment No. 1: Agenda Items ONLY

- A. There were no comments at this time.

5. Enrollment Report:

Grade Level & School	Students June 30, 2020	Students May 30, 2021	Diff	Sections (Classes)	Avg. Class Size
Preschool - Lincoln	26	19	-7	2	10
Kindergarten - Lincoln	63	50	-13	3	17
Grade 1 - Lincoln	58	65	+7	3	22
Grade 2 - Lincoln	45	59	+14	3	20
Grade 3 - Lincoln	62	43	-19	3	14
<u>Total Lincoln School:</u>	<u>254</u>	<u>236</u>	<u>-18</u>	<u>14</u>	<u>17</u>
Grade 4 - TJ	53	58	+5	3	20
Grade 5 - TJ	53	50	-3	3	17
Grade 6 - TJ	51	52	+1	3	18
Grade 7 - TJ	74	52	-22	3	18
Grade 8 - TJ	69	69	0	3	23
<u>Total Thomas Jefferson:</u>	<u>300</u>	<u>281</u>	<u>-19</u>	<u>15</u>	<u>18.9</u>
Special Ed Out-of-District:	3	3	0	-	-
<u>Resident Students:</u>	<u>557</u>	<u>520</u>	<u>-37</u>	<u>29</u>	<u>18.1</u>
Charter/Choice Schs Out:	5	2	-3	-	-
Spec. Ed Tuition Incoming:	3	3	0	-	-
Total Students:	565	525	-40	-	-

6. 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. May 4, 2021 Regular & Executive Session.

7. 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: May 5 to June 8: \$1,577,712.46

B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfers Report for the months of April/May.

C. Be it resolved, based upon the recommendation of the BA, to approve and accept the Board Secretary's Financial Report for the month of April.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of April 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 Report for the month of April.

E. Be it resolved, based upon the recommendation of the BA, to authorize the Business Administrator to collect and deposit into the Board’s General Fund, the following T-1 2021-22 Schedule of Local Tax Levy Payments to be received from the Rockaway Borough Tax Collector:

By August 31:	\$1,547,567 (20%)
September 1:	\$773,780
October 1:	\$773,780
November 1:	\$773,780
December 1:	\$773,780
1st Half Levy:	\$4,642,687
January 1:	\$773,780
February 1:	\$773,780
March 1:	\$773,780
April 1:	\$773,780
May 1:	\$773,780
June 1:	\$773,780
2nd Half of Levy:	\$4,642,680
Total Local Tax Levy:	<u>\$9,285,367</u>
Amount Deferred to Next Yr Levy:	\$4,442,146

F. Be it resolved, based upon the recommendation of the BA, to appropriate the entire award (to be announced in early July) of Special Education Extraordinary Aid for the 2020-21 school year into the 2020-21 school budget.

G. Be it resolved, based upon the recommendation of the Supt & BA, to transfer any available 2020-21 general fund available appropriated balances from the current expense budget and excess revenue funds, up to a maximum of \$800,000, into the district’s various reserve accounts: Capital Reserve, Maintenance Reserve, and/or Emergency Reserve, as deemed appropriate by the Business Administrator.

H. Be it resolved, based upon the recommendation of the BA, to enter into a Joint Transportation Agreement (RB-2022) with Morris Hills Regional High School District for “School Related Activities - Athletics & Field Trips” as needed for the 2021-22 school year, at an hourly rate of \$67.80 with a 2-hour minimum per bus/van.

I. Be it resolved, based upon the recommendations of the Supt & BA, to approve the renewal of the Food Service Management contract with The Pomptonian, Inc. (FSMC), of Fairfield, NJ, for the food service operations for the 2021-22 school year:

The FSMC shall receive, in addition to the costs of operation, an admin/Mgt fee of \$0.2173 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 Board, as SFA (School Food Authority) guarantees the payment of such costs and fee to the FSMC.

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 actual count. Cash receipts, other than from sales of reimbursable meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count.

The per meal admin/Mgt fee of \$0.2173 will be multiplied by the total meals. As a result of the uncertainties during the public health emergency, there is no guaranteed operating result for the 2021-22 school year.

- J. Be it resolved, based upon the recommendations of the Supt & BA, to approve the following contract renewals, pursuant to PL 2015, Chapter 47 as initially awarded by the board of education. These contracts have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.:

Markovski Landscaping	CDW-G Sophos
Keyboard Consultants	American Tutor
Nessy Reading Center	Parette Somjen Architects LLC
Sussex County Trans Coop	Morris County ESC
ACES	Battelle Developmental Inventory Eval
Delta T Group – Nursing Subs	Michelle Lawton, BCBA
Waste Management	SimplexGrinnell Fire Alarms
Karl & Associates – Environ Svs	Handi-Lift Service Company
Duff & Phelps	K12USA.COM
Cisco Umbrella	CDW-G Internet Firewall
Safeware Chromebook Protection	Colleen Longergan, BCBA
On Course, Inst. Database Pgm.	Frontline Education (absence software)
E.Comm	DataFinch Technologies
Kelly Ann Consulting	Sage Day Boonton
Morris Hills RSD, Transportation	Bayada Nurse sub services
Elissa Rael, PT	Woodcock Johnson Testing Forms
Datafinch Technologies	Follette School Solutions, Inc.
Dell Financial Services	Wielkocz & Company Auditors
Jeffrey A. Oster Private Investigators	Balken Risk Management
Skylands Medical	Sciarrillo Cornell, Merlino, et al.
Gaccione Pomaco, PC	Scarinci Hollenbeck
Brown & Brown Benefit Advisors, Inc.	Renaissance Learning
Mind Research Institute	IKL Learning
CDK Systems	Sumdog Inc.
Membean	Atlas Software Licenses
Rockaway Borough Council	EnVisions 2.0 Math
Camp Hope	Flocabulary
AFLAC	R&L Payroll Services, Inc.
Rockaway Township Field Trips	NJSchoolJobs.com
Strauss Esmay Associates	Message Logix, Inc.
E-Rate Consulting	J&B Therapy
K-12 Parent Portal	WebABLLS, Inc.
NJPSA/FEA Mandated Training Svs	GCN Employee Training Module
NJESC Cooperative Bidding	CDW-G Google Licenses
No Red Ink IEP Svs	Office of Compliant Admin (COBRA)
EZ Lobby Mgt Svs	Hand Over Hand - ABA Home Therapy
Q Interactive Testing	Cerebral Palsy of Northern NJ
Brainpop	Catapult Learning, LLC
PowerSchool, Inc.	School Dude – Bldg Work Order System
Blackboard Connect	Teaching Strategies
Chambers School	Saint Clare's Behavioral Health Svs
Delta Education – Foss Kits	Pear Deck, Inc.
Santander Bank, NA	Horizon Health Care
Stewart Business Systems	Hillmar, LLC.
Vesta Modular Trailers, Inc.	Safe Schools Integrated Pest Management
PSN/Professional Software	Learning WithOut Tears
Kodable-Coding Software	Cablevision/Light Path (2 Gig Fiber)
Domain Listing (Website Fee)	Learning A-Z
Schoolwide/Reading	CDW-G Microsoft License
Message Logix Inc.	

8. Referendum

A. Be it resolved, based upon the recommendations of the BA & Architect, to approve the following “Progress Payments” to the following contractors for work completed for the Referendum Projects, a copy of which is on file in the Business Administrator’s Office:

1. Kappa Construction, HVAC Upgrades PayAp#: 2 \$592,998.88 (\$Remaining: \$2,082,055)

B. Be it resolved, based upon the recommendations of the BA & Architect, to approve the following “Change Orders” as described:

1. APS Construction (Lincoln Addition) Change Order #5: Justifications

COR-15: Additional 6 sets of cubbies	\$6,756
COR-16: Structural steel & weld inspections, 3 dates	\$1,455
COR-17: Additional IT Ceiling Drops	\$19,750
COR-18: Additional furred wall at corridor	\$1,700.60
COR-19: Structural steel inspection	\$450
COR-20: Credit for spigot repair	(\$300)
CO #5 Net Change:	\$29,811.60
Original General Allowance Remaining:	\$214,284.05
Remaining General Allowance:	\$184,472.45

2. Kappa Construction (TJ HVAC Upgrades) Change Order #1: Justifications

COR-01: Additional radiator covers for TJ	\$1,291
COR-02: UV Ionizers upgrade for both schools	\$42,670
COR-03: TJ Room 129 additional uv shelves.	\$8,070
COR-04: Gym RTU Gas fired Lincoln	\$8,025
COR-05: UV-Kitc(TJ) & HW Coil Lincoln Credit	(\$8,945)
COR-06: TJ Room 130 carpet credit	(\$4,517.50)
COR-08: TJ Room 128 rtu replacement	\$26,392
COR-09: TJ Exhaust fan replacement at classrooms & gym.	\$29,927
COR-10: Corridor domestic water pidp abatement TJ	\$66,045
COR-11: Hallways heaters to danfoss controls TJ	\$23,600
COR-12: UV Wallbox Credit TJ&Lin	(\$11,275)
COR-14: NJDEP Boilers Permit for both schools	\$1,805.90
COR-15: Piping upsize for Lincoln addition tie in for boilers	\$11,655
COR-16: TJ Electric Service Upgrade: MDP, transformer, boiler power panel	\$53,956
COR-17: RTU duct detector de scope TJ	(\$2,194)
CO #1 Net Change:	\$246,505.40
Original General Allowance:	\$250,000.00
Remaining General Allowance:	\$3,494.60

C. Be it resolved, based on the recommendation of the BA, to continue our existing contract with EarthCam, of Upper Saddle River, NJ, for another 3 months (July 1-Sept 30) for service to the construction camera for the Lincoln School Elementary Addition project for \$1,275.00 to be paid from Referendum funds so there is documentation of all final exterior work and paving.

D. Be it resolved, based on the recommendation of the BA, to renew the final extension of the lease agreement with Vesta Modular Inc., of Southfield, MA, for the double-wide classroom trailer at Lincoln School, effective June 8 to September 7, 2021, for \$1,125.25 per month (final lease cost of \$3,375.75). The trailer will be decommissioned and removed during the last 2 weeks of August due to the opening of the new addition.

- E. Be it resolved, based on the recommendations of the Supt and BA, and reviewed & approved by the Construction Counsel, to approve and grant a property easement to Jersey Central Power & Light and Verizon of New Jersey, Inc., for approximately 215 feet of underground utility feeds to Thomas Jefferson Middle School (95 East Main Street, Tax Block 38, Lot 30), in lieu of the existing overhead wires currently servicing the school.

9. Personnel

- A. Be it resolved, based upon the recommendation of the Supt, 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. listed at the end of this agenda.
- B. Be it resolved, based upon the recommendation of the Superintendent, to appoint **Jamie Argenziano** as the Director of Curriculum, Instruction & Assessment (new 12-month administrative position created in April, eliminating C&I Supervisor post), effective July 1, 2021 to June 30, 2022, at an annual salary rate to be determined.
- C. Be it resolved, based upon the recommendation of the Superintendent, to appoint **Timothy Yobs** as the Assistant Building & Grounds Supervisor (new 12-month administrative position, created in April), effective July 1, 2021 to June 30, 2022, at an annual salary rate to be determined.
- D. Be it resolved, based upon the recommendation of the Superintendent, to accept and approve the resignation of **Susan Tully**, Guidance Counselor at Lincoln School effective June 30, 2021.
- E. Be it resolved, based upon the recommendation of the Superintendent, to accept and approve the resignation of **Robin Heins**, Paraprofessional at Thomas Jefferson School effective June 30, 2021.
- F. Be it resolved, based upon the recommendation of the Superintendent, to accept and approve the resignation of **Patricia Fitzgerald**, district Bus Driver effective June 30, 2021.
- G. Be it resolved, based upon the recommendation of the Superintendent, to accept and approve the resignation of **Margaret Sylvester**, Paraprofessional at Thomas Jefferson School effective June 30, 2021.
- H. Be it resolved, based upon the recommendation of the Superintendent, to approve 10 additional work days for **Alexa Centanni** between July 1 and August 30, 2021 at a per diem rate based on her 2020-21 salary.
- I. Be it resolved, based upon the recommendation of the Superintendent, to approve an amended medical leave of absence request for **Wendy Chandler**. Ms. Chandler is expected to return to her position on or about June 18, 2021, instead of May 10, 2021 due to her doctor not clearing her to return to work.
- J. Be it resolved, based upon the recommendation of the Superintendent, to approve **Donna Hawkes** as a Floating Substitute Teacher for the district, not to exceed four (4) days a week at a daily rate of \$115.00 for in person school instruction effective on or about September 1, 2021 through June 30, 2022. Mrs. Hawkes as already completed the required background checks and sexual misconduct/child abuse disclosures.

- K.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Catherine Hadjiloucas** as a Floating Substitute Teacher for the district, not to exceed four (4) days a week at a daily rate of \$115.00 for in person school instruction effective on or about September 1, 2021 through June 30, 2022, pending Office of Student Protection review background check by P.L. 1986 C.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, C.5.
- L.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Katarzyna Lekawski** as a Floating Substitute Teacher for the district, not to exceed four (4) days a week at a daily rate of \$115.00 for in person school instruction effective on or about September 1, 2021 through June 30, 2022, pending Office of Student Protection review background check by P.L. 1986 C.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, C.5.
- M.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Shawn Robertson** as a paraprofessional at Thomas Jefferson School, effective September 1, 2021 through June 30, 2022, at a hourly rate of \$15.00, pending Office of Student Protection review background check P.L. 1986 C.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, C.5.
- N.** Be it resolved, based upon the recommendation of the Superintendent, to accept and approve the resignation of **James Kadus** as Kindergarten LOA teacher effective June 30, 2021.
- O.** Be it resolved, based upon the recommendation of the Superintendent, to approve **James Kadus** as Third Grade Teacher at Lincoln Elementary School beginning September 1, 2021 through June 30, 2022. Mr. Kadus will be placed on Guide BA, Step-5 at an annual salary of \$52,500.00. Mr. Kadus has already completed the required background checks and sexual misconduct/child abuse disclosures.
- P.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Alyssa Lawton** as a Special Education Teacher at Lincoln Elementary School beginning September 1, 2021 through June 30, 2022. Ms. Lawton will be placed on Guide BA, Step-1 at an annual salary of \$51,675.00, pending Office of Student Protection review background check P.L. 1986 C.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, C.5.
- Q.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Jamie Noah** as a temporary accounts payable clerk in the Business Office, effective May 24, 2021, at an hourly rate of \$26.00, as needed, to on or about June 30, 2021 or until which time Ms. Wendy Chandler returns from her previously approved medical leave of absence.
- R.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Richard Campbell** as substitute bus driver for the 2021-2022 school year at an hourly rate TBD upon completion of contract negotiations.
- S.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Patricia Fitzgerald** as a substitute bus driver for the 2021-2022 school year at an hourly rate TBD upon completion of contract negotiations.
- T.** Be it resolved, based upon the recommendation of the Superintendent, to approve the following summer custodial staff at an hourly rate TBD: **Thomas Lane, Brendan Lenahan, Kevin Putsky and Ava Zeman.**
- U.** Be it resolved, based upon the recommendation of the Superintendent, to approve the 2021 - 2022 staff assignments.

- V. Be it resolved, based upon the recommendation of the Superintendent, to approve up to 5 additional work days during the summer for **Denise Jacobus** at a per diem rate based on her 2020/21 salary.
- W. Be it resolved, based upon the recommendation of the Superintendent, to approve up to 5 additional work days during the summer for **Linda Savercool** at a per diem rate based on her 2020/21 salary.
- X. Be it resolved, based upon the recommendation of the Superintendent, to approve a revised medical leave of absence request, related to a physician’s certified personal disability (pregnancy), for **Amy DeFelice**, Social Studies Teacher at Thomas Jefferson School as follows:
 - a. Five Unpaid Days as of May 24, 2021 through June 1, 2021, then
 - b. Paid Disability Leave of Absence, utilizing 14 earned and banked sick days to begin on June 2, 2021 until the end of the school year on June 21, 2021, then
 - c. Unpaid NJ Family Leave Act for child rearing purposes to begin September 1, 2021 and run continuously through November 19, 2021.
 - d. It is Mrs. DeFelice’s intention to return to her position on November 22, 2021.
- Y. Be it resolved, based upon the recommendation of the Superintendent, to approve a medical leave of absence request, related to a physician’s certified personal disability (pregnancy), for **Jaclyn Schwarz**, Kindergarten Teacher at Lincoln School as follows:
 - a. To utilize 16 earned and banked sick days and 2 personal days to begin on October 25, 2021 through November 19, 2021, then
 - b. Unpaid days from November 20 to 27, then
 - c. Unpaid NJ Family Leave Act for child rearing purposes to begin November 29, 2021 and run continuously through February 25, 2022.
 - d. It is Mrs. Schwarz’s intention to return to her position on February 28, 2022.
- Z. Be is resolved, based upon the recommendation of the Superintendent, to approve the following ESY positions for 2021. Program will be closed Monday July 5, 2021 in honor of the 4th of July:

Name	Position	Location	Hours per day	Total ESY Days	Rate per hour	Assignment Days
Mary Leslie	ESY Preschool Teacher	Assembly of God	2.5 teaching & .5prep	19	TBD	7/6-8/5. Closed 7/5
Jennifer Grlica	ESY PALS Teacher	Assembly of God	3.5 teaching & .5prep	29	TBD	6/28-8/6. Closed 7/5
Hailey Smith	ESY MD Teacher	Assembly of God	3.5 teaching & .5prep	29	TBD	6/28-8/6. Closed 7/5
Michelle Civello	ESY Teacher	Assembly of God	3.5 teaching & .5 prep	24	TBD	7/6-8/6. Closed 7/5
Morgan Abrams	ESY Teacher	Morris Hills HS	3.5 teaching & .5 prep	24	TBD	7/6-8/6. Closed 7/5
Antonia Zangara	ESY MD Teacher	Morris Hills HS	4.5 teaching & .5 prep	29	TBD	6/28-8/6. Closed 7/5
Kristen Scimeca	ESY Teacher	Morris Hills HS	3.5 teaching & .5prep	24	TBD	7/6-8/6. Closed 7/5
Christine Savini	ESY Teacher	Morris Hills HS	3.5 teaching & .5 prep	24	TBD	7/6-8/6. Closed 7/5
Julie McBride	ESY Personal Aide PALS	Assembly of God	3.5	29	TBD	6/28-8/6. Closed 7/5
Ashley Lawton	ESY Personal Aide PALS	Assembly of God	3.5	29	TBD	6/28-8/6. Closed 7/5

ROCKAWAY BOROUGH BOARD OF EDUCATION

MINUTES

JUNE 8, 2021

Nicole Macera	ESY Personal Aide MD	Assembly of God	3.5	29	TBD	6/28-8/6. Closed 7/5
Margaret Lenahan	ESY Personal Aide MD	Assembly of God	3.5	29	TBD	6/28-8/6. Closed 7/5
Carole Leonard	ESY Personal Aide MD	Assembly of God	3.5	29	TBD	6/28-8/6. Closed 7/5
Daniela Bubba	ESY Personal Aide	Assembly of God	3.5	24	TBD	7/6-8/6. Closed 7/5
Julie McBride	ESY Personal /Instructional Aide	Assembly of God	3.5	24	TBD	7/6-8/6. Closed 7/5
Judith Julian	ESY Instructional Aide	Assembly of God	3.5	24	TBD	7/6-8/6. Closed 7/5
Jeffrey Burke	ESY Personal Aide MD	Morris Hills HS	4.5	29	TBD	6/28-8/6. Closed 7/5
Shawn Robertson	ESY Personal Aide MD	Morris Hills HS	4.5	29	TBD	6/28-8/6. Closed 7/5
Shannan Berhman	ESY Personal Aide MD	Morris Hills HS	4.5	29	TBD	6/28-8/6. Closed 7/5
Heather DeGrosse	ESY Instructional Aide	Morris Hills HS	3.5	24	TBD	7/6-8/6. Closed 7/5
Sarah Klein	ESY Instructional Aide	Morris Hills HS	3.5	24	TBD	7/6-8/6. Closed 7/5
Kellianne Fowler	ESY Instructional Aide	Morris Hills HS	3.5	24	TBD	7/6-8/6. Closed 7/5
Denise Jacobus	ESY Nurse- District	Shared St. AOG	3.5	13	TBD	6/28-7/15. Closed 7/5
Linda Savercool	ESY Nurse- District	Shared St. AOG	3.5	16	TBD	7/16-8/6. Closed 7/5
Jennifer Berk	ESY Nurse- District	Morris Hills HS	4.5	29	TBD	6/28-8/6. Closed 7/5
Joseph Ellis	ESY Bus Driver	District	TBD	TBD	TBD	6/28-8/6. Closed 7/5
Richard Campbell	ESY Bus Driver- Sub	District	TBD	As needed	TBD	As needed
Marcy Rattay	ESY Bus Aide- AM/PM	District	TBD	TBD	TBD	6/28-8/6. Closed 7/5
Jule McBride	ESY Bus Aide- Sub	District	TBD	As needed	TBD	As needed
Nicole Macera	ESY Bus Aide- Sub	District	TBD	As needed	TBD	As needed
Geoffrey Zoeller	ESY Substitute Teacher	District	TBD	As needed	TBD	As needed
Eric Beck	ESY Substitute Teacher	District	TBD	As needed	TBD	As needed
Dana Vissers	ESY Substitute Teacher	District	TBD	As needed	TBD	As needed
Shawn Robertson	ESY Bus Aide	District	TBD	TBD	TBD	6/28-8/6. Closed 7/5

AA. Be it resolved, based upon the recommendation of the Superintendent, to approve the following current substitute teachers for the 2021-2022 school year at a rate of \$100.00 for the first 10 days and \$105.00 per day thereafter:

Eric Beck	Jessica Bell	Amy Bush	Kelly Carmona	Patricia Carroll	Donald Danford
Brianna Dunn	Lisa Fonda	Krista Gore	Donna Hawkes	Sarah Kamyar	John Kieswetter
Robert Longo	Joanne Morena	Marianne Seif	Mary Anne Weber	Geoffrey Zoeller	Krista Zygmunt

BB. Be it resolved, based upon the recommendation of the Superintendent, to approve the following teacher to complete Summer Curriculum Writing at an hourly rate of \$38.91. All work to be completed by August 16, 2021:

Name	Subject Area	Maximum Hours
Elizabeth Blake Maria Castano	World Language (K-8)- Update to New 2020 Standards	22.5 Hours Total
Lauren Bogart Michael Oniscuk	Comprehensive Health and Physical Education (K-8)- Update to New 2020 Standards	22.5 Hours Total
Aileen Schumacher Christine Capen Amy DeFelice	Social Studies (K-8) - Update to New 2020 Standards	22.5 Hours Total
Heather Degrose Laura Perniciaro	Science (K-8)- Update to New 2020 Standards	22.5 Hours Total

CC. Be it resolved, based upon the recommendation of the Superintendent, to approve the following for Summer Enrichment positions:

Name	Position	Location	Hours per day	Total Days (8)	Rate per hour	Assignment Days
Heather Doering	Teacher	Virtual- Lincoln	2 teaching + .5 prep	2 days per week	\$38.91	7/6 - 7/29/21
Maryann Medore	Teacher	Virtual- Lincoln	2 teaching + .5 prep	2 days per week	\$38.91	7/6 - 7/29/21
Dorothea Yobs	Teacher	Virtual- Lincoln	2 teaching + .5 prep	2 days per week	\$38.91	7/6 - 7/29/21
Michael F. Smith	Teacher	Virtual- TJ	2 teaching + .5 prep	2 days per week	\$38.91	7/6 - 7/29/21
Sherry Rich	Teacher	Virtual- TJ	2 teaching + .5 prep	2 days per week	\$38.91	7/6 - 7/29/21

10. Curriculum & Instruction/Students

A. Be it resolved, based upon the recommendation of the Supt, to accept the Child Study Team determination for the following Rockaway Borough students to attend the 2021 Extended School Year Program ESY as stated in their IEP's:

PALS	Pre-K	1-2	3	L-MD	TJ-MD	TJ-LLD	4-5	6-8
338	318	259	288	247	169	204	304	246
283	336	244	228	225	177	3	342	307
290	315	339	206	284	198	325	328	299
	337		261	280	155	256	260	300
			340		291	294	252	301
			341		168			167
					317			

B. Be it resolved, based upon the recommendation of the Supt, to accept the following out-of-district students from Dover to attend our Extended School Year Program 2021 at the following rates:

Student #	Class	Tuition	Aide	Total
284	Lincoln MD	\$8,937	\$2,953	\$11,890
247	Lincoln MD	\$8,937	\$2,953	\$11,890
177	TJ - MD	\$8,937	\$2,953	\$11,890

C. Be it resolved, based upon the recommendation of the Supt, to accept the following out-of-district students from Dover to attend our Regular 10 Month School Year at the following rates:

Student #	Class	Tuition	Aide	Total
284	Lincoln MD	\$33,227	\$18,452	\$51,679
247	Lincoln MD	\$33,227	\$18,452	\$51,679
177	TJ - MD	\$33,227	\$18,452	\$51,679

D. Be it resolved, based upon the recommendation of the Supt, to approve up to 10 summer hours for Christine Matrisciano, at the rate of \$38.91 per hour for Occupational Therapy services and/or Child Study Team meetings.

E. Be it resolved, based upon the recommendation of the Supt, to approve a Professional Services Contract with Michelle Lawton, MA-BCBA, of Lake Hopatcong, NJ, to provide Student Behavioral Services, as needed, at the rate of \$125.00 per hour for the 2021/2022 school year.

- F. Be it resolved, based upon the recommendation of the Supt, to approve up to 90 ESY hours, as needed, for PG Chambers of Cedar Knolls, NJ to provide Occupational Therapy Services, at the rate of \$94.00 per hour, as stated in the student's IEP's.
- G. Be it resolved, based upon the recommendation of the Supt, to approve up to 150 ESY hours, as needed, for Jump Ahead of Jersey City, NJ, to provide Speech Therapy Services, at the rate of \$72.50 per hour, as stated in the student's IEP's.
- H. Be it resolved, based upon the recommendation of the Supt, to approve 60 ESY hours for Elissa Rael of Lake Hopatcong, NJ, to provide Physical Therapy Services, at the rate of \$75.00 per hour, as stated in the student's IEP's.
- I. Be it resolved, based upon the recommendation of the Superintendent, to approve the **UPDATED & REVISED** 2021-22 School District Calendar.
- J. Be it resolved, based upon the recommendation of the Supt, to approve a Professional Services Contract with Colleen Lonergan, BCBA, RBT of Hopatcong, NJ to provide Student Behavioral Services, as needed and not to exceed 370 cumulative hours, at the rate of \$65.00 per hour for the 2021-22 school year, for a maximum of \$24,050.00.
- K. Be it resolved, based upon the recommendation of the Supt, to approve a Professional Services Contract with J and B Therapy, LLC, of Augusta, NJ, to provide the following student services, as needed: occupational, physical and/or speech therapy, behavioral support, educational support, psychological, social work, home instruction, reading specialist, and related services, through licensed professionals and aides for the 2021-22 school year, as per their proposal dated March 8, 2021, as an alternate.
- L. Be it resolved, based upon the recommendation of the Supt, to approve a special education tuition contract for student #145 with Allegro School, of Cedar Knolls, NJ, for 210 school days for the 2021-22 school year at a cost of \$106,822.80.
- M. Be it resolved, based upon the recommendation of the Supt, to approve a special education tuition contract for student #311 with Pillar Care Continuum, of Livingston, NJ, for 210 school days for the 2021-22 school year at a cost of \$79,608.90.
- N. Be it resolved, based upon the recommendation of the Supt, to approve a professional services contract with Sage Thrive, Inc., of Parsippany, NJ, to provide school based counseling and related counseling services to students and training of 6 selected staff to become "Certified School Mental Health Wellness Specialists," for the 2021-22 school year, for \$95,000, as per their proposal dated March 10, 2021, and funded through the Federal Government's ESSER II Grant allocations.

- O. Be it resolved, based upon the recommendation of the Supt, to approve a professional services contract with Stephanie Dzikowski LLC, of Morristown, NJ, to provide part-time Special Education Consultant services, for the 2021-22 regular school year, at an hourly rate of \$110.00, for approximately 12 hours per week, for a total contract price not to exceed \$52,800, and funded through the Federal Government's ESSER II Grant allocations.
- P. Be it resolved, based upon the recommendation of the Supt & BA, to approve a shared service agreement with Mine Hill & Roxbury Board of Educations, for summer 2021 teacher training/professional development for the Orton-Gillingham Reading Instruction Methodology (not for certification) for 30 teachers and for the BA to seek request for proposals (RFP). Each district will pay a qualified vendor separately and directly.
- Q. Be it resolved, based upon the recommendation of the Supt, to approve a contract with the "Institute for Multi-Sensory Education" (IMSE), of Southfield, MI, to provide Orton-Gillingham Reading Methodology Teacher Training (not for certification) and all materials & supplies, for the summer of 2021 professional development for 30 teachers (from Rockaway Borough, Mine Hill & Roxbury), for 30 hours (during the week of August 16) at a cost of \$1,028.62 per participant (\$30,858.60 total award), as per their response dated June 4, 2021 to our request for proposals (RFP) advertised on May 28, 2021 in the Star-Ledger newspaper, and in compliance with Federal procurement laws.

11. **Building & Grounds/Technology**

- A. Be it resolved, based upon the recommendation of the BA, to approve a contract with Safe Schools Integrated Pest Management, of Fair Haven, NJ, to provide monthly pest control services and IPM Compliance Services for the 2021-22 school year, for a monthly fee of \$225.00 and other services, as needed, based upon their proposal dated February 19, 2021.
- B. Be it resolved, based upon the recommendation of the BA, to renew the following Information Technology items with CDW-G, of Chicago, IL: Barracuda Updates & Instant Replacements for \$15,975.36 for 3 years, and Sophos Software: Central Intercept X, Email Advance, and Server for \$16,249.74
- C. Be it resolved, based upon the recommendations of the Supt & BA, to award a state contract to JCT Solutions, of Springfield, NJ, to furnish and install all hardware & software to upgrade our Exterior Door Access System from a proprietary system (ESS) to an "open platform system" for both schools, utilizing state contract number 8-UCCP- 24-2021 Telephone/Associated Services Systems Equipment, Installation, and Maintenance Services, for \$209,907.97 as per their quote dated May 26, 2021.
- D. Be it resolved, based upon the recommendation of the Supt & BA, to approve a renewal "Application for Dual Use of Educational Space" application to the State DOE for the reconfigured use of the Library/Media Center at Thomas Jefferson to include space for a Makerspace for the 2021-22 school year (year 3).

- E. Be it resolved, based upon the recommendation of the Supt, to approve a renewal “Application for Dual Use of Educational Space” application to the State DOE for the reconfigured use of the Makerspace (Old Computer Lab) at Thomas Jefferson to include space for the OT Speech Program and Small Group Instruction (SGI) for the 2021-22 school year (year 3).
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve a renewal “Application for Change of Use of Educational Space” application to the State DOE for the reconfigured use of the Computer Lab in the Lincoln Elementary school to Office & Small Group Instruction (SGI) for the 2021-22 school year (year 4).
- G. Be it resolved, based upon the recommendations of the Supt & BA, to approve for submission an “Application for Temporary Instructional Space” form to the State DOE for classroom space in the Assembly of God Church, of Rockaway, to house the Lincoln 2021 ESY Classes, due to summer construction at Lincoln School.
- H. Be it resolved, based upon the recommendations of the Supt & BA, to approve for submission an “Application for Temporary Instructional Space” form to the State DOE for classroom space in the Morris Hills Regional High School, in Rockaway, to house the Thomas Jefferson 2021 ESY Classes, due to summer construction at Thomas Jefferson School.

12. Policy

- A. Be it resolved, based upon the recommendation of the Superintendent to accept and approve the **Bus Evacuation Drill Logs** for both Lincoln Elementary and Thomas Jefferson Schools.
- B. Be it resolved to approve the **FIRST Reading** of the following new and/or updated Board Policies and Regulations:

P	0131	Bylaws, Policies and Regulations	Revised
P	3134	Assignment of Extra Duties	Revised
P	3142	Nonrenewal of Non tenured Teaching Staff Member	Revised
R	3142	Nonrenewal of Non tenured Teaching Staff Member	Revised
P	3221	Evaluation of Teacher	Mandated/Revised

R	3221	Evaluation of Teachers	Mandated/Revised
P	3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators	Mandated/Revised
R	3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators	Mandated/Revised
P	3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals	Mandated/Revised
R	3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals	Mandated/Revised
P	3224	Evaluation of Principals, Vice Principals, and Assistant Principals	Mandated/Revised
R	3224	Evaluation of Principals, Vice Principals, and Assistant Principals	Mandated/Revised
P	4146	Nonrenewal of Non-tenured Support Member	Revised
R	4146	Nonrenewal of Non-tenured Support Member	Revised
P	6471	School District Travel	Mandated/Revised
R	6471	School District Travel Procedures	Mandated/Revised
P	8561	Procurement Procedures for School Nutrition Programs	Mandated/Revised

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:	Seconded	Yea	-	-	-
Mrs. Piombino:	-		-	-	Absent
Mr. Tobias:	-	Yea	-	-	-
Mrs. Walter:	Moved	Yea	-	-	-
Mrs. Smith:	-	Yea	-	-	-

4 0 0 1

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

14. Old Business

A. A discussion ensued of the “Plan for Safe Return to In-Person Instruction and Continuity of Services” required for the ESSER/ARP federal grant.

15. New Business

A. Be it resolved to hold a Special Meeting of the Board on Wednesday, June 23, 2021 at 7:30 pm in the Gymnasium of Lincoln School, to approve, in its final form, the American Rescue Plan/ESSER III district allocations and grant application and any other business to come before it and to direct the Board Secretary to notify the public of such meeting specifics.

Moved by: Mrs. Walter Seconded by: Mrs. McGovern Voice Vote: All Ayes

At this time, 7:50pm, Mrs. Smith left the meeting and passed the gavel to Vice President Walter.

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

A. Michael Onischuk, district phys. ed. teacher & teacher association president, thanked the Board for quick negotiations but asked why Mr. Stepka, the Board Secretary, did not put a resolution to approve a new 3-year cba (collective bargaining agreement – 21/22-22/23& 23/24) on the agenda, as the teachers’ association voted to accept the agreement the prior night and Mr. Onischuk informed him of that fact. Mr. Stepka replied that all of his questions will be answered by the Board’s Negotiations Committee (Mrs. McGovern & Mr. Tobias), whom, seeing no further comment from the public & staff present, made the following statement:

Rockaway Borough Board of Education
Negotiations Committee Statement: 6/8/21

The Board values our relationship with the association and fully supports their membership. Having a relationship based on trust and mutual respect were and continue to be the governing principles for which this Board negotiates. It was the Board's full intention to ratify this agreement tonight, however, based on last minute actions taken by the association leadership, the Board is unable to ratify the agreement tonight. The Collective Bargaining Agreement (CBA) for the period of July 1, 2018 to June 30, 2021 acknowledged that employee health benefits are purchased through the School Employees Health Benefit Program (SEHBP). The SEHBP is insured through Horizon and represents a large state-wide education employee group, with premiums fluctuating based on the health of the large state group. On July 24, 2018, the Rockaway Borough Board of Education invoked its statutory managerial prerogative and voted to change from the SEHBP Horizon coverage to a small district-only Horizon group plan, effective October 1, 2018. The plans were the same; both insured by Horizon, with the same network of doctors and the same coverages. Nonetheless, the Rockaway Borough Education Association (RBEA association) filed a grievance alleging that some levels of coverage in the small group plan were not equal to or better than the coverage provided by Horizon in the SEHBP. In that grievance, the association asked to return to the SEHBP. That grievance was still pending during negotiations of the successor agreement to the one that expires this month. During negotiations over the past five (5) months, the parties discussed the status of the outstanding grievance and the SEHBP in general. It was determined by the Board's Negotiations Team that in 2021 the larger SEHBP group rates were again lower than the private small group Horizon rates and that it made fiscal sense for both parties to re-join the SEHBP effective July 1, 2021. Since the collective bargaining agreement already referenced the SEHBP, no change in contract language was necessary. However, as part of the Memorandum of Agreement (MOA) concluding negotiations, which was signed on March 16, 2021 at 12:01 a.m., both parties agreed that upon ratification by the parties, the association would withdraw the outstanding SEHBP grievance. The Board's Negotiations Committee believes moving back to the SEHBP group plan effective July 1, 2021 is the right move for the District and its employees. The savings in premiums is not only shared on an approximate 75%-25% basis with the teachers, but the Board's portion of savings had been earmarked to help offer more competitive salaries so that we can continue to attract quality candidates. The Committee was therefore confused, shocked and dismayed to learn that the Association -about two (2) weeks ago on May 25, 2021- filed yet another grievance contesting the move back to the SEHBP, despite previously agreeing to move back to the State Health Plan. The contradictory positions taken by the association, and the lack of clear guidance as to whether the association leadership intends to abide by the Memorandum of Agreement and withdraw its health benefit grievance, have caused the Negotiations Committee not to recommend approval of the new contract this evening and accordingly, approval of the settlement was pulled from the agenda. The Committee is working towards determining the best path forward. The Committee is extremely disappointed that we are ending the school year without an approved settlement.

Public comment was then ended with no reply attempted by the association president to this statement.

17. Next Regularly Scheduled Meeting:

A. Tuesday, July 20, 2021: The Meeting will begin at approximately 7:30p and will be held at an alternate site (or via ZOOM only) to be announced, due to extensive buildings’ renovations which will make Thomas Jefferson & Lincoln Schools inaccessible by anyone other than contractor personnel.

18. Motion to Adjourn the Meeting: 8:04 PM

There being no further business before the Board, the meeting is hereby adjourned at 8:04 pm.

Moved by:

Seconded by:

Voice Vote:

Respectfully submitted,

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

Professional Development/Travel Expenditure Approval Requests:

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	JUSTIFICATION FOR THE TRIP
Rebecca Vlachich	Orton-Gillingham Intermediate Workshop. Online	10 hours	\$249.95	Orton-Gillingham reading instruction.
Samantha Selikoff	ISTE Self Guided Certification. Online	9/13-12/20/21	\$750	I would like to become ISTE certified to enhance my ed tech coaching role for the school year 21/22.

Student Field Trip Approval Request:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST	REASON FOR TRIP
MD	Zangara	6/30/21	10:00/11:00	Shop-Rite	9	5	Free	To enhance our ESY curriculum with real word connections and interdisciplinary math skills as well as foster growth in college and career readiness.
MD	Zangara	7/7/21	9:45/10:45	McDonalds for Breakfast	9	5	\$10/pp	To enhance our ESY curriculum with real word connections and interdisciplinary math skills as well as foster growth in college and career readiness
MD	Zangara	7/14/21	9:30-11:15	I-Hop	9	5	\$10/pp	To enhance our ESY curriculum with real word connections and interdisciplinary math skills as well as foster growth in college and career readiness
MD	Zangara	7/21/21	9:45/11:15	Rockaway Mall	9	5	Free	To enhance our ESY curriculum with real word connections and interdisciplinary math skills as well as foster growth in college and career readiness
MD	Zangara	7/28/21	10:00/11:00	Sandwiches Unlimited	9	5	\$10/pp	To enhance our ESY curriculum with real

								word connections and interdisciplinary math skills as well as foster growth in college and career readiness
MD	Zangara	8/4/21	10:00/11:15	Rockaway Lanes	9	5	\$3.50/pp Per game	To enhance our ESY curriculum with real word connections and interdisciplinary math skills as well as foster growth in college and career readiness

For Reference:

Facilities Renovation Referendum II: History/Schedule

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 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) Board awarded Roofing & Lavs/Vestibule Contracts at 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. 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 @ 3:30pm.
- 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 @ 11am, Board Office.
 - d) Lincoln HVAC Asbestos Abatement Bid Opening: Tue, May 19 @ 11am, 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 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, 2002, 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, electrical panel upgrade, IT closet moved, stairwell plaster repair.
 - ii) Lincoln Addition: August 1, 2021 Completion of 3 new 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, 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. 9/1/21: Lincoln Addition Opening Ceremonies!
 - b) Fall of 2021: final projects punch lists completed and final contractor payments by 11/15/21.

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

AND AGENDA