

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, August 29, 2023, 7:30 PM

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

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: 6:30-7:30 pm

Be it Resolved, that the Board enters into Executive Session (Private) to discuss exempt matters pertaining to negotiations with the Rockaway Boro Education Association, the nature of which will be made public only when the need for confidentiality no longer exists.

<u>Motion to Enter:</u>	Moved by: Mr. Graf	Seconded by: Mr. Riveccio	Voice Vote: All Ayes
<u>Motion to Adjourn:</u>	Moved by: Dr. Piombino	Seconded by: Mrs. Walter	Voice Vote: All Ayes

1. Call to Order: 7:30

The public portion of this meeting was called to order at 7:30 p.m., by Mr. Tobias, Board President, by reading the following announcement:

"In accordance with the Open Public Meeting Act, The Rockaway Borough Board of Education has provided adequate notice of this meeting to the public by having the time, date, and location advertised in The Citizen Newspaper on January 11, 2023; posted on our website and at town hall. Official action will be taken."

2. Board Member Roll Call:

Mr. Brian Riveccio - Present

Elected 2022 to 1st term (3-year seat to Dec. 31, 2025)

Mr. Edward Graf - Present

Appointed October 2022 to fulfill an unexpired term (to Dec. 31, 2023)

Dr. Alexis Piombino - Present

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

Mrs. Karen Walter, VP - Present

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

Mr. Jeffrey Tobias, President - Present

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

Mr. Anthony Grieco, Superintendent - Present

Appointed July 2021 Chief School Administrator & Non-Voting Board Member (CSA/Supt)

Mr. William Stepka, SBA/Board Secretary - Present

Appointed Nov 2017 Business Administrator, Secretary of the Board & Non-Voting Board Member (BA)

There were 3 administrators, staff members, HSA rep, and a parent present.

The Pledge of Allegiance to the United States of America was then held.

2A. Rescind Board Member Resignation:

1. Letter received from Board member Dr. Alexis Piombino, dated August 23, 2023, to rescind her resignation accepted at the July 18, 2023 Board meeting.

Motion to accept: Mrs. Walter Seconded by: Mr. Riveccio Voice vote: All Ayes

3. Reports & Updates:**A. Board Committees for 2023:**

1. Curriculum/Special Education: *Mr. Graf & Dr. Piombino*
2. Safety/Security: *Mrs. Walter & Mr. Riveccio*
3. Athletic/Activities: *Mr. Riveccio & Mr. Tobias*
4. Finance/Facilities: *Mr. Graf & Mr. Tobias*
5. Technology: *Mrs. Walter & Mr. Graf*
6. Negotiations: *Mrs. Walter & Mr. Tobias*

B. Superintendent's Report: Mr. Grieco

1. District Update
2. Spotlight: TJ School Schedule, Mr. Samuels highlighted the changes in the schedule which resulted in more student instructional time.

C. Board Secretary's/Business Administrator's Report: Mr. Stepka

1. **Board Correspondence:** *Received (R) or Sent (S) since our last meeting:*
 - A. ® Board member Dr. Piombino, rescinding resignation.
2. **Financial Status Updates:**
 - A. 2022-23 Prior Budget Year: Preparing for the annual financial audit.
 - B. 2023-24 Current Budget Year: Revenues & expenditures are within budget parameters.
3. **Board of Education Election:** Tuesday, November 7, 2023:
 - A. Petitions filed for 2 three-year seats: Mr. Edward Graf & Mrs. Jennifer Dahl

D. Administration Monthly Reports:**Submitted by:**

1. Lincoln Principal's Report: *Mrs. Skomial*
2. Thomas Jefferson Principal's Report: *Mr. Samuels*
3. Curr., Inst., and Assessment Director's Report: *Mrs. Argenziano*
4. Building & Grounds Supervisor's Report: *Mr. Klein*
5. Technology Supervisor's Report: *Mr. Reyes*

E. Review of Agenda Items Recommended for Approval**4. Public Comment No. 1:**

1. On agenda items only; at this time.

Please state your name and address, thank you.

There was none at this time.

5. Enrollment & Staffing Report:

Grade Level & School	Students June 30, 2023	Students August 25, 2023	Difference from June 23	Sections (Classes)	Avg. Class Size	Certificated Staff - Teachers	Non-Certificated Staff - Aides & Other
Preschool – Lincoln AM/PM & Full Day	30	21	-9	2	11	1	8
Kindergarten - Lincoln	58	50	-8	3	17	3	3
Grade 1 - Lincoln	67	57	-10	3	19	3	3
Grade 2 - Lincoln	59	70	+11	3	23	3	2
Grade 3 - Lincoln	67	58	-9	3	19	3	2
Other Staff: (Principal 1, Specials 8, Aides 5, PE 1, Guid 1, Nurse 1, Sec 1, Cust 2.5, Caf 7)	-	-	-	-	-	12	15.5
Total Lincoln School:	281	256	-25	14	18	25	33.5
Grade 4 - TJ	55	66	+11	3	22	3	-
Grade 5 - TJ	42	57	+15	3	19	3	-
Grade 6 - TJ	61	43	-18	3	14	3	-
Grade 7 - TJ	55	61	+6	3	20	3	-
Grade 8 - TJ	61	57	-4	3	19	3	-
Other Staff: (Principal 1, Specials 16, Aides 9, PE 2, Guid 1, Nurse 1, Sec 2, Cust 2.5, Caf 9)	-	-	-	-	-	21	22.5
Total Thomas Jefferson:	274	284	+10	15	19	36	22.5
Shared Staff: (Other Certificated Teachers 4.5, & Part-Time Nurses 2)	-	-	-	-	-	4.5	2
Administrative: (Supt, BA, CIA, CST 1, Sec 4, Maint 2, Bus Drivers 2, Bus Aides 2)	-	-	-	-	-	3	11
Special Ed Out-of-District:	2	3	+1	-	-	-	-
Resident Students:	557	543	-14	29	18.5	-	-
Charter/Choice Schs Out:	2	1	-1	-	-	-	-
Spec. Ed Tuition Incoming:	5	4	-1	-	-	-	-
Total Students (548)/ Staff (137.5) = Ratio: 4/1	564	548	-16	-	-	68.5	69

6. Meeting Minutes

- A. Be it resolved to approve and accept the following meeting minutes:
1. July 18th, 2023 Regular Meeting, Executive Sessions I & II.

7. Finance

- A. Be it resolved to approve the manifest of Payrolls and Bills & Claims List, which is on file in the Business Administrator's Office:
1. Bills, Claims, and Payrolls List: July 19 to August 29, 2023: \$1,223,771.78
- B. Be it resolved to accept the Title III (\$4,595) and Title III Immigrant (\$2,976) allocations for the 2023-24 ESEA (Elementary and Secondary Education Act) school year and join a consortium with the Lincoln Park Board of Education for the coordinated administration of the grants.
- C. Be it resolved to approve a renewal resolution for continued participation in a joint insurance fund (JIF) with the "New Jersey Schools Insurance Group (NJSIG) - Educational Risk & Insurance Consortium West" effective July 1, 2023 to July 1, 2025.

8. Personnel

- A. Be it resolved, based on the recommendation of the Superintendent, to approve the attached list of Staff Member **Professional Development Workshops & Travel Expenditure Requests** that have been deemed related to and within the scope of the employee's current job responsibilities and will enhance the efficient delivery of student instruction and/or furthers the efficient operation of the school district. Reimbursements listed are in accordance with guidelines established by the Dept. of Treasury, BOE Policy, and in accordance with NJAC 6A:23B-1.1., and listed at the end of this agenda.
- B. Be it resolved, based on the recommendation of the Superintendent, to approve the following resolution:

*Whereas, Chapter 39, P.L. 2010 makes the position of **Treasurer of School Monies** optional, and*

Whereas, it is the desire of the Rockaway Borough Board of Education to not appoint a separate treasurer of school monies, and

Whereas, William Stepka, the School Business Administrator (SBA), possesses the proper certifications and qualifications to assume the duties of Treasurer of School Monies,

Now, Therefore, Be It Resolved by the Rockaway Borough Board of Education in the county of Morris, as follows:

1. *The SBA shall receive, deposit, and hold in trust all school moneys belonging to the district from whatever source derived free of any control by the governing body of any municipality comprised in the district.*
2. *The SBA shall deposit the school monies or such part thereof as may be designated in any bank or banking institution of this State designated by it as a depository of school monies.*
3. *The SBA shall, upon depositing the same therein, be relieved from liability for any loss thereof which may be caused by reason of the deposit.*
4. *The SBA shall be bonded in such amount and with such surety as the Board shall direct.*
5. *The SBA shall keep a record of the sums received and paid out by him in accordance with the uniform system of bookkeeping prescribed by the State Board of Education.*
6. *The SBA shall, upon ceasing to hold the office of School Business Administrator, pay over the balance of school funds remaining in his hands to his successor in office.*
7. *The SBA shall comply with all the provisions of the law.*

- C. Be it resolved, based on the recommendation of the Superintendent, to approve an employment contract for **Artemio Alarcon**, to serve as a school bus/van driver for the 2023-2024 school year, at an hourly rate of \$30.00, for up to 4.5 hours per day, based on 185 school days, pending successful completion of Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve an employment contract for **Albeiro Escobar** as a district custodian beginning on August 23, 2023 to June 30, 2024. Mr. Escobar will be placed on Step C-6 of the custodial guide at an annual salary rate of \$39,445 (prorated from actual start date) pending successful completion of Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.
- E. Be it resolved, based on the recommendation of the Superintendent, to accept and approve the resignation of **Joseph Ellis**, district school bus/van driver, effective July 25, 2023. Please join us in thanking him for his years of service to the students of Rockaway Borough and wish him well in his future endeavors.
- F. Be it resolved, based on the recommendation of the Superintendent, to accept the resignation of **Karen Fitzgerald** as a Bus Aide (she will continue to be a cafeteria/playground aide as previously approved).
- G. Be it resolved, based on the recommendation of the Superintendent, to approve **Nicole Macera** as a morning bus aide for Lincoln school for 1 hour per school day at her current hourly rate (she will continue to be a pm bus aide as previously approved).
- H. Be it resolved, based on the recommendation of the Superintendent, to accept the resignation of **Geraldine Pallante**, a cafeteria/playground aide at Lincoln School effective August 17, 2023.
- I. Be it resolved, based on the recommendation of the Superintendent, to accept the resignation of **Brittani Oschmann**, a paraprofessional at Lincoln School effective August 25, 2023.
- J. Be it resolved, based on the recommendation of the Superintendent, to approve **Amy Welsch** as a substitute teacher for the 2023-2024 school year.
- K. Be it resolved, based on the recommendation of the Superintendent, to confirm/approve a leave of absence for the following personnel:

Staff #	Location	Position	From	To
#527	Lincoln	Teacher	9/11/23 (utilizing sick days)	10/9/23
#596	Thomas Jefferson	Secretary	10/23/23 (Sick-10/23/23-10/30/23) (FMLA- 10/31/23-1/27/24) (Unpaid-1/28/24-4/7/24) (Will claim NJFLI)	4/8/24

- L. Be it resolved, based on the recommendation of the Superintendent, to approve the following Extra Curricular advisors for the 2023-2024 school year:

Club / Sport	Advisor	Stipend
Newspaper	Monica Fleming & Samantha Mannello (split stipend)	\$435.50 each

- M. Be it resolved, based on the recommendation of the Superintendent, to approve the following staff as substitute bus aides for the 2023-2024 school year, as needed:

Name	Hourly Rate
Michele Civello	\$17.80
Mychau Le	\$14.45, then as of 1/1/24: NJ State Minimum Wage
Kathleen New	\$14.45, then as of 1/1/24: NJ State Minimum Wage
Ellen Secallus	\$14.45, then as of 1/1/24: NJ State Minimum Wage
Marcy Rattay	\$20.00

- N. Be it resolved, based on the recommendation of the Superintendent, to approve **Neal Healy**, as a Floating Substitute Teacher for the district, at a daily rate of \$125.00 for in-person school instruction, effective on or about August 30, 2023 through June 30, 2024, pending successful completion of Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.
- O. Be it resolved, based on the recommendation of the Superintendent, to approve **Lisa Fonda**, as a Floating Substitute Teacher for the district, at a daily rate of \$125.00 for in-person school instruction, effective on or about September 5, 2023 through June 30, 2024, pending successful completion of Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.
- P. Be it resolved, based on the recommendation of the Superintendent, to approve **Rachael Duker**, as the Special Education / LLD teacher at Lincoln School, effective August 29, 2023, through June 30, 2024. Ms. Duker will be placed on Guide/Step MA-8 at an annual salary rate of \$66,845, pending Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.
- Q. Be it resolved, based on the recommendation of the Superintendent, to rescind the resignation of **Maryam Saadah**, instructional/personal aide at Thomas Jefferson School that was previously approved at the June 20, 2023 board meeting.
- R. Be it resolved, based on the recommendation of the Superintendent, to rehire **Maryam Saadah** as an Instructional/Personal aide at Thomas Jefferson School at an hourly rate of \$17.18, not to exceed her previously contracted hours per school day, effective August 30, 2023 through June 30, 2024.

- S.** Be it resolved, based on the recommendation of the Superintendent, to approve **Francesca Migliore** as an Instructional/Personal aide at Thomas Jefferson School at an hourly rate of \$17.02, not to exceed 5.75 hours per day, effective on or about September 5, 2023 through June 30, 2024.
- T.** Be it resolved, based upon the recommendation of the Superintendent, to approve **Lynne Fomchenko**, as a Leave of Absence Secretary at Thomas Jefferson Middle School, effective on or about October 23, 2023 through April 7, 2024, at an annual salary rate of \$40,000 (to be pro-rated from start date), pending Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.
- U.** Be it resolved, based on the recommendation of the Superintendent, to approve the following Buddies for the 2023-2024 school year at a rate of \$275:

Buddy	New Hire
Daniele Ferrone	Declan Carroll
Christine Savini	Rachael Duker

- V.** Be it resolved, based on the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Marcella Staropoli**, 4th Grade Teacher at Thomas Jefferson School, for the successful attainment of advanced graduate credits, from the BA+30 Guide (Step-3 \$58,725) to the MA Guide (Step-3 \$61,125), effective September 1, 2023.
- W.** Be it resolved, based on the recommendation of the Superintendent, to approve **Donna Hawkes** as a Leave Replacement Teacher (not eligible towards tenure) at Lincoln School beginning on or about September 11, 2023 through October 9, 2023. Mrs. Hawkes will be paid at a daily rate of \$301.76. Mrs. Hawkes has successfully completed all required criminal background checks.
- X.** Be it resolved, based on the recommendation of the Superintendent, to approve 20 hours for **Alyssa Bellafonte**, at an hourly rate of \$38.91, to provide New Curriculum/Unit Development for a new Mathematics Program.
- Y.** Be it resolved, based on the recommendation of the Superintendent, to approve the internship of **Abigail Katz** and **Alyssa McNamara**. The high school seniors are enrolled in the Morris County School of Technology's Academy for Education and Learning. They will shadow teachers at Lincoln School.
- Z.** Be it resolved, based on the recommendation of the Superintendent, to approve **Donna McAlister** as an Instructional/Personal aide at Thomas Jefferson School at an hourly rate of \$17.02, not to exceed 5.75 hours per day, effective on or about September 5, 2023 through June 30, 2024.

9. Curriculum, Instruction & Assessment

- A.** Be it resolved, based on the recommendation of the Superintendent, to approve the Student Field Trip requests as listed at the end of this agenda, if any.
- B.** Be it resolved to approve a tuition contract for an approved private school for students with disabilities with The Shepard School, of Kinnelon, NJ, to provide special education services for student #272 at a tentative daily tuition rate of \$315.18 for 183 instructional days (\$57,677.94) effective September 1, 2023 to June 30, 2024.

- C. Be it resolved to approve a professional services contract with Jump Ahead Pediatrics, LLC, of Jersey City, NJ, to provide speech therapy services at an hourly rate of \$88.50 for the period of September 1, 2023 to June 30, 2024, in accordance with their contract dated August 10, 2023, up to a maximum of \$60,000.

10. Technology and Buildings & Grounds

- A. Be it resolved to amend the following resolution approved at the July 18th board meeting: to award a contract to NJSB Construction Facility Management Inc., of Ocean, NJ, to demo, furnish and install new bluestone slate stair treads for the exterior front entrance of Thomas Jefferson Middle School, for \$23,985 to \$32,995 *due to the addition of replacing the slate stair treads, correcting the handicapped ramp slope incline and railings*, based on their quoted dated July 6, 2023, by utilizing Hunterdon County Ed Services Commission General Construction Bid Award #HCESC-SER-20F.
- B. Be it resolved, based on Board Policy #7300 and Regulation #7300.3, to authorize the Business Administrator to dispose of the following obsolete non-instructional equipment, and to remove the item from the annual report of District Assets:
Item #1903: 2008 24 Passenger Blue Bird School Van - End of Useful life (as per state law.)
- C. Be it resolved to award a contract to MAP Restaurant Supply, of Newark, NJ, to remove, furnish, and install a new ventless Pot Scrubber Sanitizing Dishwasher in the kitchen of the Thomas Jefferson Middle School for \$30,202, based on their quote dated June 28, 2023, to be paid with cafeteria funds.
- D. Be it resolved to award a contract to JCT Solutions, of Jersey City, NJ, to furnish, install, and configure multiple data drops, create a new VPN (Vlan), and provide Meraki MS225-48FP Internet switch with 20 POE Ports for the Lincoln school new fire alarm and public address systems, for \$18,413.51, by utilizing state contract "8-UCCP- 23-2021 Electronic Network Equipment, Security and Cabling", based on their quote dated August 21, 2023. To be paid via referenda funds.

11. Policy

- A. Be it resolved, based on the recommendations of the Superintendent and Business Administrator, to approve a revised "Organizational Chart" for the district, in accordance with Board Policy 1110, to reflect updated and added job positions.
- B. Be it resolved to approve the completion of the evaluation for the Superintendent of Schools, as per NJ Rev Stat § 18A:17-20.3 (2013). The evaluation was discussed in executive session on August 29, 2023, and the evaluation was completed and signed on August 24, 2023.

12. 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>Aye</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Absent</u>
Mr. Riviuccio:		Aye			
Mr. Graf:		Aye			
Dr. Piombino:	Seconded	Aye		7/18 Minutes	
Mrs. Walter, VP:	Moved	Aye			
Mr. Tobias, President:		Aye		7/18 Minutes	

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2 (minutes only)

13. New Business**A.** There was none at this time.**14. Public Comment No. 2 (Agenda & Non-Agenda Items)***(Please respect the Board, Administration, Staff, Students, and all other Audience Members in attendance.)****Please state your name and address, thank you.***

There was none at this time.

15. Next Regularly Scheduled Meeting:**A. Tuesday, September 26, 2023**

The public portion of the Meeting will begin at 7:30 pm in the Cafeteria of Thomas Jefferson Middle School.

17. Motion to Adjourn the Meeting: 8:10 pm

With no further business before the Board, the meeting is hereby adjourned at 8:10 pm.

Moved by: Mr. Riviuccio Seconded by: Dr. Piombino Voice Vote: All Ayes

Respectfully submitted,

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

Student Field Trip Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST	JUSTIFICATION FOR TRIP
	<i>None at this time.</i>							

Professional Development/Travel Expenditure Requests:

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	REG & FEES	JUSTIFICATION FOR THE TRIP
Monica Fleming	IMSE: Morphology fidelity Course/ Asynchronous	Asynchronous	\$375	Reading Fluency for Grades 4-8.
Wendy Chandler	NJ Dept. of Ag/SNEARS- Determination update NSLP/ Passaic Cty. Vocational School	8/22/23	Free	This training is imperative to me in my handling of the Federal Free & Reduced Lunch Program.
Cecilia Isenberg	Art Educators of NJ 2023 Conference/ Hyatt Regency, New Brunswick, NJ	10/30 and 10/31	\$225.00	Many vendors and hands-on workshops will be available for art educators. In addition, workshops on Achieve NJ will be offered that are geared completely to art education. Its purpose is to promote and maintain the highest possible instruction in visual arts in the state of New Jersey.