

# Rockaway Borough Board of Education

## **REGULAR MEETING AGENDA**

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

**Tuesday, March 19, 2019**

Workshop Session: 6:30 PM

Executive Session (Private): 7:30 PM

Regular Monthly Business Meeting: 8:00 PM

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### **ROCKAWAY BOROUGH SCHOOLS' MISSION STATEMENT:**

*The mission of the Rockaway Borough School District, a caring and diverse community, is to propel the success of each student by creating an environment that fosters self-confidence and encourages creativity through quality instruction and educational opportunities aligned with the New Jersey Student Learning Standards.*

#### **1. Call to Order**

*The meeting will be called to order at approximately 6:30 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. Official Board actions will take place."

#### **2. Board Member Roll Call**

Mrs. Karen Walter,  
Mrs. Alexis Piombino,  
Mr. Jeffrey Tobias,  
Mrs. Linda McGovern, VP,  
Mrs. Christa Smith, President,  
Mrs. Phyllis Alpaugh, Superintendent of Schools, and  
Mr. William Stepka, School Business Administrator/Board Secretary

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

**3. 6:30 PM: Workshop Session**

The Board and Administration will review and discuss recommendations for approval listed on the Agenda and any other items brought before it for consideration. Official Board action will be taken at the 8:00 PM Regular Meeting Session.

(Audience: This is *not* the public comment session. The public may observe the Board & Administration at work, and comment later in the meeting, when so indicated on the Agenda.)

**A. Administrators & Supervisors Monthly Reports**

1. Lincoln Principal's Report
2. TJ Principal's Report
3. C&I Supervisor's Report
4. B&G Supervisor's Report
5. Technology Supervisor's Report
6. Superintendent's Report
  - a. Verbal update of the QSAC on-site visit on Tuesday, March 5th.

**B. Agenda Items Review/Discussion**

1. Review of pertinent items recommended for approval.

**C. Any Other Items/Information/Updates for the Good of the Order**

1. Review of the Tentative 2019-20 School Budget.
  - a. State aid and local tax levy figures to be unveiled.
  - b. New positions/projects/initiatives/items for the 19-20 school year.

**4. 7:30 PM: Motion to Adjourn Workshop Session and enter Executive Session I**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of: 1) reviewing Student HIB decisions and 2) a staff member personnel issue; the nature of which will be made public when the need for confidentiality no longer exists. At the conclusion of the Private portion, the Board will reconvene in Public Session at approximately 8:00 pm.

Moved By:

Seconded By:

Voice Vote:

**5. 8:00 PM: Motion to Adjourn Executive Session I and Begin the Regular Meeting**

Moved By:

Seconded By:

Voice Vote:

**6. Spotlight on RAMS**

- A. Presentation: Mrs. Isenberg: TJ's 8th Grade Starbucks Challenge.
- B. Presentation: TJ High Honor Roll Recipients.

**7. October 2, 2018 Defeated Building Referendum Questions Status #5**

- A. Mr. Tobias, Ref Advisory Committee Chair, will provide an update along with any other late breaking news from the Supt & BA.

**8. Public Comment No. 1 on Agenda Items Only**

- A. Please be respectful of the Board, Administration, Staff, Students, and all other Audience Members in attendance.

**9. Superintendent's Report**

- A. Legislative Report
- B. Special Report
- C. Upcoming Events/Other Pertinent Information

**10. Business Administrator/Board Secretary's Report**

- A. Correspondence sent/received since our last meeting.

**11. 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:

February 26, 2019  
Workshop Session  
Executive Sessions I & II  
Regular Monthly Meeting

**12. Finance**

- A. Be it resolved, based upon the recommendation of the Business Administrator, to approve the manifest of Payrolls and Bills & Claims List, which is on file in the Business Administrator's Office:

Bills & Claims List, February 27 to March 19: \$361,820.74

- B. Be it resolved, based upon the recommendations of the Superintendent & Business Administrator, to approve and adopt the Tentative 2019-20 School District Budget and authorize the Supt & BA to certify and submit it to the Morris County Executive Superintendent of Schools for review and approval in the following amounts:

- 1. General Fund – Current Operating Expense Budget: \$10,774,348
- 2. Local Tax Levy - \$8,539,307. (ZERO% increase from 2018-19.)

- C. 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 and Thomas Jefferson Middle School (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, hereby rescinds/cancels the previously submitted Lincoln & Thomas Jefferson schools' infrastructure projects and approves the preparation of Schematic Plans and Educational Specifications for Lincoln & Thomas Jefferson schools' infrastructure projects with new values, 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 also will seek voter approval for an addition at Lincoln School which was previously approved by the NJ Department of Education and Schools Development Authority.

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 **September 24, 2019**.

Section 6. This resolution shall take effect immediately.

- D. Be it resolved, based upon the recommendations of the Superintendent & Business Administrator, to approve and adopt the following resolution:

*Whereas* the Rockaway Borough Board of Education, as a public entity with local taxing authority, is required by state law to engage the services of an outside independent state qualified and registered public school accountant (PSA) financial auditing firm to undertake a comprehensive financial audit on a yearly basis, and

*Whereas* this type of service is defined under NJSA 18A:18A-2(h) as a "Professional Service" which is further defined by NJSA 18A:18A-5.1 as a service that is exempt from publicly advertising for bids or soliciting quotes, and

*Whereas* the Rockaway Borough Board of Education wishes to engage the professional services of the independent and state qualified PSA auditing firm of Ferraioli, Wielkotz, Cerullo & Cuva, P.A., of Newton, NJ, to conduct the annual financial audit for the 2018-19 school year, now, therefore,

*Be It Resolved* that the Rockaway Borough Board of Education enter into a contract for auditing services as described above, in the amount of \$18,500 for the audit and an additional \$500 for implementation of the new GASB 75 (OPEB) requirement for the 2018-19 comprehensive annual financial report (CAFR) to be issued by December 5, 2019.

- E. Be it resolved, based upon the recommendations of the Superintendent & Business Administrator, to approve and establish the following incoming student tuition rates for the 2019-20 school year for other districts' students to attend our schools - all rates reflect a 2% increase (except aide) from 18-19, it is also expressly understood that transportation and all its associated costs will be provided by the sending district or parent.

Extended School Year (PALS):	\$8,762
Preschool/Disabled P/T (PALS):	\$41,890
Lang/Learn Disab. Pgm.:	\$30,607
Multiply Disabled Pgm.:	\$32,575
Preschool/Kindergarten:	\$13,700
Grades 1 - 5:	\$13,566
Grades 6 - 8:	\$13,592
One to One Aide (10 mo)	\$17,915
One to One Aide (ESY-2 mo)	\$2,867

### 13. Personnel

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Staff Member Professional Development/Travel Expenditure requests.
- B. Be it resolved, based upon the recommendation of the Superintendent, with regret, to approve the acceptance of the resignation of Mrs. Sandra Patamia, Accounts Payable Clerk, for purposes of retirement, effective July 1, 2019. Please join us in thanking Mrs. Patamia for her 24 years of service to our district and students and wishing her well in retirement.
- C. Be it resolved, based upon the recommendation of the Superintendent, to approve an unpaid NJ State Family Medical Leave of Absence for Mrs. Mary Ann Kohaut, instructional aide, effective March 11, 2019 through on or about April 29, 2019.

**14. Curriculum/Instruction/Students**

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Student Field Trip requests.
- B. Be it resolved, to approve the Superintendent's Harassment, Intimidation and Bullying decision dated 2/28/19 for incident number TJ 2018-19-10.
- C. Be it resolved, to approve the Superintendent's Harassment, Intimidation and Bullying decision dated 2/25/19 for incident number TJ 2018-19-11.
- D. Be it resolved, based upon the recommendation of the Superintendent, by entering into a contract with Media Transformers, LLC, to assist in the implementation and start-up of a Film Making Program, which includes all equipment, set-up, curriculum, and staff training, for an amount of \$13,000.  
(We are hoping to apply to our Rockaway Borough Educational Foundation to help fund this.)
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve the creation of a Summer Enrichment Film Program (Lights, Camera, Action!) to be funded by a combination of grants from the Moglia Foundation and the Rockaway Borough Education Foundation as well as district funds.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve a contract with Hillmar, LLC, of North Caldwell, NJ, to perform a Bilingual Speech Evaluation for Student #288 at a cost of \$525 as required by the student evaluation process, as soon as possible.

**15. Technology/Building & Grounds**

- A. Be it resolved, based upon the recommendation of the Business Administrator, to approve and adopt the "Respirable Crystalline Silica Program" for all custodial, maintenance, and outside contractors hired to do work in the school buildings, effective immediately. This is a mandated program for all school districts.  
Supplemental information/justification: This plan was developed to prevent exposure to employee & building occupants from dust particles created when chipping, cutting, drilling, grinding or similar activities that release crystalline silica dust. This program lays out specific protective measures (such as required respiratory protection) to be utilized when the above activities are undertaken; to help reduce potential exposure.
- B. Be it resolved, based upon the recommendation of the Business Administrator, to approve a purchase order with CDW-G, of Vernon Hills, IL, to furnish a new Barracuda NextGen Firewall F-Series F600 Firewall appliance, which includes 1 year of all licenses, by utilizing Sourcewell NJ Contract NJPA 100614# CDW Tech Catalog in the amount of \$14,500.  
Supplemental information/justification: The existing Firewall appliance is approximately 8 years old and was not designed to carry the new fiber bandwidth. Additionally, we were able to reduce the original price of the appliance from \$27,060 to \$14,500 due to CDW-G buying back our old one and crediting us for 3 years of previously paid for software licenses. This device will now also combine the modem, router and firewall devices into one new component, thereby updating them as well.

**16. Policy**

- A. There is nothing for Policy at this time.

**Consent Agenda: move and vote on entire agenda in one motion:**

Motion By:		Seconded By:	
<u>Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Mrs. Walter			
Mrs. Piombino			
Mr. Tobias			
Mrs. McGovern			
Mrs. Smith			

**17. Public Comment No. 2 (Agenda & Non-Agenda Items)**

*Please be respectful of the Board, Administration, Staff, Students, and all other Audience Members in attendance.*

***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.*
- E. District staff members may make a statement, except for when the issue(s) or question(s) to be inquired about is subject to remediation by an existing alternate method and/or the administrative chain of command has been previously utilized. Meaning, staff members should contact their Principal, Business Administrator, or the Superintendent before bringing routine administrative/management questions/matters before the Board.

**18. New Business****19. Next Regularly Scheduled Meeting**

**Tuesday, April 16, 2019 in the TJ Cafeteria:**

Workshop Session: 6:30 pm to 7:30 pm (In public, no formal action to be taken, discussion only.)

Executive Session: 7:30 pm to 8:00 pm (If needed: in private, not open to the public.)

**Regular Monthly Business Meeting: 8:00 pm (In public, formal action to be taken.)**

**20. Executive Session II**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of \_\_\_\_\_, the nature of which will be made public when the need for confidentiality no longer exists. At the adjournment of Executive Session II . . .

FORMAL ACTION WILL OR WILL NOT BE TAKEN.

Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**21. Motion to Adjourn Exec. Session II and Re-Enter the Regular Meeting**

Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**22. Motion to Adjourn**

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

Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Professional Development/Travel Expenditure Approval Requests:**

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Phyllis. Alpaugh William Stepka	Build Support for Bond Ref NJSBA, Trenton, NJ	4/5/19	Reg \$75 each & mileage reimb	To learn the best practices from other successful School Building Bond Referendums and use those best practices to bring success to our district.
Phyllis Alpaugh	Annual School Law and Policy Seminar/Lincroft, NJ	6/17/19	Mileage: \$36.02	Up to date information regarding policy.
Phyllis Alpaugh Samantha Selikoff	Are You I-STEAM Ready? Morris Plains, NJ	3/21/19	\$0	Workshop will provide hands on learning experiences on how to implement an I-STEAM learning environment for our students and district.
Sandy Gancarcik	Wilson Reading System Ewing, NJ	5/13-15/19	\$875 \$322.92-Teacher's Kit Mileage	To receive an overview of the Wilson Reading System (a required prerequisite) for Level One Certification. To learn about the Wilson program to provide intervention for students using explicit guidance and resources in word structure, vocabulary, fluency and comprehension.
Antonia Zangara	DLM Training Rockaway, NJ	3/13/19 3/22/19	\$0	Training for administration of DLM testing.
Daniele Ferrone	Escape Rooms in the Mathematics Classroom/ Randolph, NJ	4/4/19	\$10	Using escape rooms and digital breakouts to increase student engagement and problem solving skills.
Nancy Beiermeister	NJ Pupil Transportation Conference/ Atlantic City, NJ	3/28-29/19	\$475/Registration Hotel 1 night \$86 Mileage & Tolls	Gain knowledge, tools and strategies, through networking and attending workshops to apply to everyday operation in school transportation.



**Student Field Trip Approval Requests:**

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
MD	Zangara Smith	3/20/19	10:00am 12:00pm	Rockaway Mall/ Rockaway, NJ	13	10	\$10	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
MD	Zangara Smith	4/10/19	10:00am 12:00pm	Gencarelli Restaurant Rockaway, NJ	13	10	\$5	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
8th	Isenberg	4/10/19	7:30am 4:00pm	Grounds for Sculpture 80 Sculptors Way/ Hamilton, NJ	15	2	\$15	Created by the Art Articulation group. This trip is an interactive team building trip that is meant to create some bonding and enthusiasm for High School Art programs. The group going will be made up of the 4 sending districts as well as high school students from both regional high schools. The articulation tem has created a questionnaire and fun learning activity using an app on google for education named Padlock while walking the grounds.
7th	Leahey DeFelice	6/3/19	7:30am 6:00pm	Philadelphia (Franklin Institute includes IMAX, Marvel Exhibition, Science Show, Museum Admission)	69	7	\$60	This culmination trip will enhance our science curriculum.
MD/PALS	Zangara Giraldo	6/7/19	9:30am 2:00pm	Turtle Back Zoo/ West Orange, NJ	15	13	\$10	To enhance our social skills curriculum with real world connections and interdisciplinary math skills as well as to foster growth in college and career readiness.
APE MD	Onischuk Zangara	3/29/19	10:45am 2:00pm	Rockaway Lanes M&S II Pizza Rockaway, NJ	10	6	\$0	Reward for exercise incentives; opportunity to be in an alternate setting for physical education and a social setting with 8th grade peers.
6th	Fleming Corbo, Capen, DenHeyer, PE Teacher, Paras	4/5/19	10:00am 2:30pm	Medieval Times Lyndhurst, NJ	75	8	\$25	To reinforce lessons on Medieval History, Medieval athletics, Medieval literature.
8th	Stein Selikoff	4/17/19	8:45am 1:00pm	Morris Hills HS Symposium, Rockaway	12	3	\$0	To learn about the gifted and talented programs at the high school and connect with other gifted student.
K	Hickman Moriano Hartnett	4/29/19	9:00am 2:00pm	Turtle Back Zoo West Orange, NJ	62	15-20	\$22	The students will be provided an enriching recreational experience that fosters excellence in wildlife conservation, so that they are inspired to understand, appreciate and protect the fragile interdependence of all living things.