

# Rockaway Borough Board of Education

## REGULAR MEETING MINUTES

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

Tuesday, February 13, 2018

Executive Session I: 7:02 PM

Regular Public Meeting: 7:33 PM

Executive Session II: 9:40 PM

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

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

#### **1. Call To Order**

*The meeting was called to order at 7:02 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."*

*The Pledge of Allegiance was then held . . .*

#### **2. Roll Call**

**BOARD MEMBERS PRESENT:** All Five (5): Mrs. Sarah Concannon, Mrs. Colleen Grow, Mrs. Linda McGovern, Mr. Jeff Tobias and Mrs. Christa Smith, Board President.

**BOARD MEMBERS ABSENT:** None (0)

**ADMINISTRATION PRESENT:** Mrs. Phyllis Alpaugh, Superintendent of Schools, & Mr. William Stepka, School Business Administrator/Board Secretary

**OTHERS PRESENT:** None

#### **3. Motion to enter Executive Session: 7:02 PM**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing Student HIB Matters and Negotiations; 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.

Moved By: Mrs. McGovern Seconded By: Mrs. Concannon Voice Vote: All Ayes

**4. Motion to Reconvene to Public Session: 7:33 PM**

Moved By: Mrs. Grow      Seconded By: Mr. Tobias      Voice Vote: All Ayes

All 5 Board members and Administration are still present.

**OTHERS NOW PRESENT:**      5 additional district administrators and approximately 45 members of the student body, parents, and community members.

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

There was none at this time.

**6. Spotlight on RAMS --Lady RAMS Basketball Team**

The Thomas Jefferson Girls Basketball team had an outstanding season, going 21-1 and capturing the championship of their division. Mrs. Alpaugh and Coach Longo spoke briefly about the girls tenacity and good sportsmanship and then the team was presented with certificates of achievement for their victorious season.

The Board then took a brief 15 minute recess so the girls and their parents could pose for pictures and enjoy some refreshments.

**7. Superintendent's Report**

- A. Principals' Reports – Principals Dachisen and Waxman read their reports
- B. Curriculum Report – Mrs. Alpaugh read the report.
- C. Technology Report – Mr. Reyes read his report.
- D. Facilities Report – Mr. Klein read his report.
- E. Special Reports (if any) – none at this time.
- F. Upcoming Events – “Read Across America”

**8. Committee Reports**

- A. Education Committee – is looking at restructuring graduation by having a separate awards ceremony. Mr. Onischuk, district teacher and coach, will present a proposal to the Board next month to start a soccer team.
- B. Human Resources Committee – none at this time.
- C. Operations Committee – none at this time.

**9. Business Administrator's Report**

- A. Correspondence – none at this time
- B. Highlights of Consent Agenda
  - a. Mr. Stepka and Mrs. Alpaugh reviewed the agenda and elaborated on recommended motions where appropriate.

**10. Consent Agenda: (\* Minutes, Finance, Policy, Curriculum, and Personnel)**

- A. *Be it resolved*, by the Rockaway Borough Board of Education to make all recommended motions, listed below and designated with an asterisk (\*) be part of the consent agenda and be approved:

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

All Consent Agenda Recommendations were unanimously approved: 5-0-0

**11. \*Meeting Minutes**

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

**12. \*Finance**

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

Bills & Claims List 2/13/18:    \$128,392.99

- B. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to re-confirm and re-approve the following rates for various substitutes for the 2017-18 and 18-19 school years:
1. Sub Teacher: \$90.00 per day for the first ten days and \$95.00 per day for any additional days.
  2. Sub Bus driver: \$17.00 per hour.
  3. Starting sub Bus Aide: \$14.00 per hour.
  4. Custodian: \$12.00 per hour.
  5. Starting summer custodian: \$9.00 per hour.

- C. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve a contract with Accredited Lock Supply Company, of Secaucus, NJ, to furnish (not install) approximately 150 lock cores (Medco, American, and Arrow models) for all interior and exterior doors at Lincoln School at a cost not to exceed \$5,620.36 and to be funded by the Federal Title IV grant, which improves the safety and security of our students and staff. This lock system is proprietary and thus not subject to bidding/quoting requirements. We will save approximately \$18,000 by having our in-house maintenance staff install the cores over the spring break.
  
- D. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve a renewal shared services agreement/contract with The Morris Hills Regional School District Board of Education to provide Child Study Team Services for the 2018-19 School year, at a total contract cost of \$219,933.00, effective July 1, 2018 to June 30, 2019. This represents a 1.65% increase from the 2017-18 school year.
  
- E. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve a services contract with Markovski Landscaping & Tree Service, of Rockaway, NJ, to remove and stump grind, due to immediate safety concerns: 1) the dead silver maple tree in front of the Administration Building, and 2) the dying maple tree on the corner of Central & Keller Avenue, and 3) a hanging branch from another maple tree by the horseshoe, in the amount of \$1,800.00. Other quote rec'd: \$2,500 from Rich's Tree Svcs of S.Plfd.
  
- F. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the award of a contract to CDW-G, of Vernon Hills, IL, to provide an upgrade to our Anti-Virus computer software: SOPHOS, due to the fact that it is moving to a "cloud based" application and will no longer support a local setup, in the amount of \$1,415.50, utilizing NJPA contract number 100614# CDW Technology.
  
- G. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the award of a contract to Keyboard Consultants, of Fairfield NJ, to furnish and install 6 new replacement Smart Boards for rooms TJ125, TJ128, Lincoln TT1, TT2, 108 & 109, in the amount of \$33,389.62, utilizing contract MCESCCPS #65, bid #16/17-28, extended to 8/31/18, which includes a 5 year on-site repair warranty.

**13. \*Policy**

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

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

**14. \*Curriculum**

- A. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve the attached list of Professional Development/Travel Expenditure requests.
- B. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve the attached list of Field Trip Requests.

- C. *\*Be it resolved*, based upon the recommendation of the Superintendent, to award a contract to American Tutor, Inc., of Hillsborough, NJ, to provide bedside educational instructional services for student number 974, at an hourly rate of \$58.00, as required, from approximately January 29th to the student returns to school, or, if necessary until June 30th, 2018.
- D. *\*Be it resolved*, based upon the recommendation of the Superintendent, to award a contract to award a contract to Nussy Reading Center, of Midland, TX, to provide NJ state mandated software screening programs for the early detection of Dyslexia, to be used by our Reading Specialist, for 70 subscriptions at a total cost of \$1,149 for the rest of the 2017-18 school year, to be funded by Title I Federal Grant monies.

**15. \*Personnel**

- A. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve an employment contract for **Patricia Rolph** as a cafeteria aide, effective on or after February 16 to June 30, 2018, at an hourly rate of \$10, not to exceed 2.5 hours per school day, contingent upon successful clearance of the required criminal history background check and physical evaluation.
- B. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve an employment contract for **Yasmin Elhendy** as a personal/instructional aide, effective on or about February 16, 2018 to June 30, 2018, at an hourly rate of \$14.00 per hour, not to exceed 5.75 hours per school day, contingent upon successful clearance of the required criminal history background check and physical evaluation.
- C. *\*Be it resolved*, based upon the recommendation of the Superintendent, to accept the resignation of instructional aide **Jason Kenyon** effective January 31, 2018.
- D. *\*Be it resolved*, based upon the recommendation of the Superintendent, to accept the resignation of district custodian **Christopher Caraballo** effective January 31, 2018.

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

There was none at this time.

**17. Old Business**

There was none at this time.

**18. New Business**

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

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

He then took general questions and comments from those present:

1. Heather Walker – expressed concern for new apartments being built.
2. Rob O'Connor – supports the Referendum concept.
3. Michelle Braun – Also supports the concept.

The Board then considered the following resolutions in preparation for a public Bond Referendum Vote tentatively scheduled for October 2, 2018:

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

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

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

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

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

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

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

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

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

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

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

Section 6. This resolution shall take effect immediately.

**ROLL CALL VOTE ON ABOVE REFERENDUM – RESOLUTION B:**

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

The resolution unanimously carried: 5-0-0.

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

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

The resolution unanimously carried: 5-0-0.

D. *Be It Resolved*, Based upon the recommendations of the Superintendent and BA, to engage the professional architectural services of Parette Somjen Architects, LLC, of Rockaway, NJ, to provide any and all necessary architectural work associated with a proposed public bond referendum, including 3 NJDOE schematic drawings and applications, for the renovations, upgrades and site improvements at Lincoln Elementary School, Thomas Jefferson Middle School and the Board Office (collectively, the “Project”), at a fee not to exceed \$18,000 as per their proposal dated January 30, 2018.

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

The resolution unanimously carried: 5-0-0.

**19. Next Meetings**

Special Meeting: February 27, 2018

The Board desired a Special Meeting on Tuesday, February 27, 2018 at 7:00 PM in the Cafeteria of the Thomas Jefferson Middle School for the sole purpose of determining the final projects to be included in the October 2, 2018 Bond Referendum Vote and to solicit input from the community and interested parties.

Moved By: Mrs. McGovern    Seconded By: Mr. Concannon    Voice Vote: All Ayes  
 The Board Secretary is hereby directed to advertise such meeting.

Next Regular Meeting

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

**20. Motion to enter Executive Session: 9:40 PM**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing a litigation matter; 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.

Moved By: Mrs. Concannon    Seconded By: Mrs. McGovern    Voice Vote: All Ayes

**21. Motion to Reconvene to Public Session: 10:40 PM**

Moved By: Mr. Tobias      Seconded By: Mrs. Grow      Voice Vote: All Ayes

**22. Motion to Adjourn: 10:40 PM**

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

Moved By: Mr. Tobias      Seconded By: Mrs. Grow      Voice Vote: All Ayes

Respectfully submitted,

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

## Rockaway Borough Board of Education

### Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEEES	PURPOSE OF THE TRIP
Alpaugh Argenziano	Jr. Achievement/ Edison, NJ	2/22/18	Mileage: 101.6 @ .31= \$31.50	Explore use of Jr. Achievement programs to supplement existing financial literacy standards.
Lisbeth Schnurman	Childhood Apraxia of Speech Saddlebrook, NJ	3/16/18	\$199.00	Help students with limited oral motor movement, unintelligible speech, and no speech increase communication success via methods, strategies, and techniques.

### Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
5/6th	Sloane, Fleming, Forte, Corbo, Capen, DenHeyer	5/25/18	8:45 am 2:30 pm latest	Mt. Allamuchy Scout Reservation/ Byram	135	6 - 8	\$30.00	To build skills in team work, individual personal challenge, and goal setting skills in a positive physical outdoor environment.
Volley ball Club	Onischuk/ Leahey	2/27/18 w/ 2/28/18 snowdate	2:30 pm 6:00 pm	Valleyview MS/Denville	45	2	\$0.	Compete in the annual GMCJSCA Club Volleyball tournament and defend 3 championships in a row.
Volley ball Club	Onischuk/L eahey	2/22/18	3:00 pm 5:30 pm	Allamuchy Twp School/ Allamuchy	45	2	\$0.	Compete in a Volleyball scrimmage match leading up to the county tournament
6-8 <sup>th</sup>	Love/Kope tz	5/18/18	9:00 am 9:00 pm	High Note Festival, Dorney Park Allentown, PA	75	15	\$45.00	Students will perform in an ensemble which will be evaluated with positive taped comments by experienced adjudicators. The experience will be the culmination of much preparation, and is a means for motivating the students to practice hard and work toward

								higher standards. The amusement park is both an incentive and a reward for participation.
8 <sup>th</sup> Health	Onischuk/ Bogart	3/22/18	8:30 am 2:30 pm	Morris Knolls HS	15	2	\$0.	Participate in the annual MHRD Health Fair; gain valuable health – related knowledge/skills and present projects.
6-8 <sup>th</sup> PE	Onischuk/ Bogart	5/16/18	8:30 am 2:30 pm	Morris Knolls HS	22	2	\$0.	Compete in the annual MHRD Quadrathlon with other sending districts; showcase physical fitness skills.

**(For posting in School Buildings:)**

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