

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Tuesday, February 25, 2020

Workshop Session: 6:30 PM/Executive Session (Private): 7:30 PM

Regular Monthly Business Meeting: Approx. 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 was called to order at 6:32 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 Citizen newspaper, posted on our website and at town hall. Official Board actions will be taken at this meeting."

2. Board Member Roll Call:

Mrs. Linda McGovern, VP - Absent

Elected 2017 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2020)

Mrs. Alexis Piombino - Present

Elected 2018 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2021)

Mrs. Christa Smith, President - Present

Elected 2019 Board Member to 7th Term (Full 3-year term runs to Dec. 31, 2022)

Mr. Jeffrey Tobias - Absent

Elected 2017 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2020)

Mrs. Karen Walter - Present

Elected 2018 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2021)

Mrs. Phyllis Alpaugh, Superintendent - Present

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

Mr. William Stepka, SBA/Bd. Sec. - Present

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

Mr. Stepka the declared a Quorum of the Board was present (3)

Also in attendance were 3 admins, 2 teachers and 1 member of the public.

The Pledge of Allegiance was then held: "I pledge allegiance . . ."

3. 6:32 PM: Workshop Session

The Board reviewed the monthly Princ & Supv. reports and then reviewed and discussed recommendations for approval listed on the Agenda.

A. Principals' & Supervisors' Monthly Reports:

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

B. Other Items for Review & Discussion:

1. Mr. Stepka summarized the Bond sale that was held on Wednesday, February 19, 2020.

4. 7:10 PM: Motion to Adjourn Workshop and Enter Exec Sess

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing: 1) Referendum Roofs & TJ Lavatory Bids & Construction Contract Awards, and 2) a personnel matter pertaining to a paraprofessional, the natures 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 or earlier.

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

5. 7:53 PM: Motion to Adjourn Exec Sess and Begin Reg Mtg

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

In attendance were over 50 students, parents, teachers & members of the public.

6. Spotlight on Rams

- A. Lincoln School Safety Patrol: Mr. Michael Jones, Lincoln school teacher, presented 3 members of the Safety Patrol, and each spoke about why the volunteered.

7. High Honor Roll Recognition

- A. For Thomas Jefferson Students who attained this distinction in the latest marking period. Mr. Waxman, principal, and Mrs. Alpaugh, presented students with a certificate.

After the recognition, there were 3 teachers and 1 member of the public present.

8. Public Comment No. 1 on Agenda Items ONLY

- A. There was none at this time.

9. Facilities Renovation Referendum II: Status Update #5

Completed Items in Green/New Items in RED

Ref Milestones:

- 1) September 24, 2019: Referendum II **Passes**: YES: 649 NO: 442 Approved by 207 votes.
- 2) Oct/Nov/Dec 2019:
 - a) **“Arch/Admin Team” formed** (aka “The A Team”): 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 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.
- 3) 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.
 - c) Apply to and receive Local Finance Board approval for issuance of school district debt (Jan 8)
 - d) BA to advertise the bids “on the street” for at least 10 calendar days.
 - e) Roof Bids Advertised Fri, Jan 10, 2020.
 - f) Lavs & TJ Vestibule Bids Advertised Fri, Jan 17, 2020.
 - g) Contractor Walk thru meeting; Wed, Jan 22, 2 & 3 pm for Roof & Lav/Vestibule Bids.
 - h) BA to formally receive, publicly open and read aloud all bid prices by each contractor who submitted bids: Thursday, February 13, Open Roof Bids (11a) & Lav/Vestibule Bids (11:30a).
 - i) Bond Sale to take place on Wednesday, February 19, 2020 for \$12,480,000.
 - j) BA to inform the State 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 will 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.**
 - k) **Board awards Roofing & Lavs/Vestibule Contracts at Feb 25th meeting.**
 - l) **Lincoln Heating System & Unit Vent (HVAC) Project to be publicly advertised 2/28/20.**
- 4) March/April 2020:
 - a) **Bond Sale Closing date: on/about March 11, 2020. District receives \$12,480,000 in cash.**
 - b) BA to transfer idle funds into allowable investment programs to maximize interest yield.
 - c) **Lincoln New Addition Bid to be advertised Friday, March 20.**
 - d) BA, Architect and Construction Attorney review apparent winning bids to ensure they are in compliance with all bid specifications and contain all legally required bid documentation.
 - e) **Lincoln HVAC Project Contractor Building Walk Through 3/4/20 @ 3:30 pm.**
 - f) A Team ensures all apparent winning bids are within budget and recommends awarding of most responsive and compliant bids.
 - g) **Lincoln HVAC Project Bids opened 3/31/20 @ 11:00 am in White House Admin Bldg.**

- 5) **April/May 2020:**
 - a) Board to formally award contracts to the recommended contractors/companies.
 - b) **Lincoln HVAC Project awarded to contractor at April 7, 2020 Board meeting.**
 - c) BA to secure "Builder's Risk" insurance policy in sufficient levels to protect the district's interests.
- 6) **April/May/June 2020:**
 - a) Contractors to order materials needed and mobilize and prepare to begin projects on time.
- 7) **June 22, 2020 (Monday)**
 - a) Official Groundbreaking Ceremonies.
- 8) **Summer of 2020:**
 - a) Projects to be undertaken:
 - i) **Lincoln School:** Demo, remove & install new boilers, pumps, piping (removal of asbestos as needed), classroom unit ventilators, gym ceiling replacement & gym rooftop unit ventilator, new roof.
 - ii) **Lincoln Addition:** August 1, 2020 (after ESY concludes): Move trailer, begin construction of 3 classroom addition with new main office (to be cordoned off and will continue throughout the upcoming 20-21 school year).
 - iii) **Thomas Jefferson:** Renovate existing restrooms for boys, girls and staff, install new security vestibule in main entrance, replace selected roofs.
- 9) **Winter/Spring 2021:**
 - a) Repeat all Bid Specifications, advertisement, review and award procedures as stated above. (Milestones 4, 5, and 6).
 - b) 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 School:** replace exterior fire escape, restroom renovations, electrical panel upgrade, IT closet moved, classroom & cafeteria ceiling repair & abatement, new interior LED lighting, 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) **Thomas Jefferson:** Demo, remove & install new boilers, pumps, piping (removal of asbestos as needed), classroom unit ventilators, hot water heater replacement, 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.

Update on latest Referendum Items being worked on/up for approval:

- A. Mr. Stepka addressed the **new items** in **Red**, and **completed items** in **Green**.
- B. Mr. Stepka then gave a recap of A Team Meeting #4 held on February 5, 2020.
- C. He then reviewed the result of Bond Offering and Negotiated Pricing that occurred on Wednesday, Feb. 19: borrowing rates were well below what was estimated during the referendum: Average home assessed value: \$300,900 initial estimated cost per year (for 20 year bonds) was \$250, actual bond sale at \$210 per year.

10. Superintendent's Report (Supt) - Mrs. Alpaugh

- A. Legislative Report: Alysia's Law/SGO Testing % drop/Commission on the move.
 B. Upcoming Events: Parent/Teacher Conferences/Desks from Picatinny
 C. Special Report: Thank to HSA&RBEF for grant \$ to help fund Maplewood Cart.
 D. Enrollment Report:

| Grade Level & School | Students June 30, 2019 | Students Feb 21, 2020 | Diff | Sections (Classes) | Average Class Size |
|--------------------------------|------------------------|-----------------------|------------|--------------------|--------------------|
| Preschool - Lincoln | 27 | 26 | -1 | 2 | 12 |
| Kindergarten - Lincoln | 62 | 64 | 2 | 3 | 20 |
| Grade 1 - Lincoln | 46 | 59 | 13 | 3 | 20 |
| Grade 2 - Lincoln | 62 | 47 | -15 | 3 | 16 |
| Grade 3 - Lincoln | 54 | 62 | 8 | 3 | 21 |
| Total Lincoln School: | 251 | 258 | 7 | 14 | 18 |
| Grade 4 - TJ | 51 | 52 | 1 | 3 | 18 |
| Grade 5 - TJ | 50 | 53 | 3 | 3 | 17 |
| Grade 6 - TJ | 72 | 51 | -21 | 3 | 17 |
| Grade 7 - TJ | 69 | 73 | 4 | 3 | 24 |
| Grade 8 - TJ | 67 | 69 | 2 | 3 | 23 |
| Total Thomas Jefferson: | 309 | 298 | -11 | 15 | 20 |
| Special Ed Out-of-District: | 5 | 5 | 0 | - | - |
| Resident Students: | 565 | 561 | -4 | 29 | 19 |
| Charter/Choice Schs Out: | 5 | 5 | 0 | - | - |
| Spec. Ed Tuition Incoming: | 4 | 3 | -1 | - | - |
| Total Students: | 574 | 569 | -5 | - | - |

11. District Business Admin./Board Secretary's Report (BA) - Mr. Stepka

- A. Board Correspondence: Received(R)/Sent(S) since our last meeting:
 1. R: National Junior Honor Society: Induction Ceremony, Thursday, Feb. 27, 6 pm TJ Gym.
 B. District Financial Update: as of January; we are solvent.
 C. 2020-21 Budget Development Status Update: State aid #'s released Thurs., 2/27.

12. 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. January 28, 2020 Workshop, Regular and Executive Meeting Minutes.

13. Finance/Budget

- 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: Jan 29 to Feb 25: \$1,029,762.35

- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfer Report for the month of January of 2020.

- C. Be it resolved, based upon the recommendation of the BA, to accept and approve the Board Secretary’s Financial Report for the month of January of 2020.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of January 31st, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a). William Stepka, RSBA-School Business Admin/Board Secretary.

- D. Be it resolved, based upon the recommendation of the BA, to accept and approve the Treasurer of School Monies Financial Report for the month of January of 2020.

- E. Be it resolved, based upon the recommendations of the Supt & BA, to establish and approve the following incoming student tuition rates for the 2020-21 school year for other districts’ students to attend our schools & - most rates reflect a 2% increase from 19-20, it is also expressly understood that transportation and all its associated costs will be provided by the sending district or parent. (ESY= Extended School Year, or Summer School.)

| <u>Grade Level/Program</u> | <u>20-21</u> | <u>19-20</u> |
|---|--------------|---------------------|
| ESY 5 Week Reg Preschool (4dys/wk 2.5 hrs/day) | \$2,795 | \$2,740 |
| ESY 5 Week RR/LLD Program (5dys/wk 3.5hrs/day) | \$4,857 | \$4,762 |
| ESY 6 Week PALS/MD Program (5dys/wk 3.5hrs/day) | \$8,937 | \$8,762 |
| ESY Resident Preschool Program (Parent Paid) | \$360 | \$360 (no change) |
| ESY One to One Aide | \$2,953 | \$2,867 (+3%) |
| ESY One to One Shared Aide | \$1,477 | \$1,434 (+3%) |
| 10 Mo. Resident Preschool Program (Parent Paid) | \$3,600 | \$3,600 (no change) |
| 10 Mo. Preschool Disabled F/T (PALS) Program | \$42,728 | \$41,890 |
| 10 Mo. Learn/Lang. Disabled Program | \$31,219 | \$30,607 |
| 10 Mo. Multiple Disabled Program | \$33,227 | \$32,575 |
| 10 Mo. One to One Aide | \$18,452 | \$17,915 (+3%) |
| 10 Mo. One to One Shared Aide | \$9,227 | \$8,958 (+3%) |
| 10 Mo. Kindergarten Full Day Program | \$13,974 | \$13,700 |
| 10 Mo. Regular Grades 1 - 5 | \$13,837 | \$13,566 |
| 10 Mo. Regular Grades 6 - 8 | \$13,864 | \$13,592 |

F. Be it resolved, based upon the recommendations of the Supt & BA, to accept and approve the Memorandum of Understanding with the United States Department of Agriculture's Food & Nutrition Service and Mathematica/Insight Policy Research to participate in a mandatory nationwide "School Nutrition Cost Study II" in which representatives from the Department & Mathematica will conduct on-site lunch observations and various menu, student and parent surveys during the week of March 30th.

G. Be it resolved, based upon the recommendations of the Supt and BA, to accept and approve the following resolution concerning SEMI Funds for the 2020-21 Budget:

"Whereas, NJAC 6A:23A-5.3(b)1 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2020-2021 school budget year if there are fewer than 40 Medicaid estimated eligible classified students, and

Whereas, the Rockaway Borough Board of Education desires to apply for this waiver due to the fact that the NJ DOE furnished projection has our district at 10 Medicaid eligible classified students,

Now Therefore Be It Resolved, that the Rockaway Borough Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools, in the County of Morris, an appropriate waiver request of the requirements of NJAC 6A:23A-5.3(b)1 for the 2020-2021 school budget year."

H. Be it resolved, based upon the recommendation of the BA, to accept and approve the following resolution to allow the marketing of the Board's Multi-Peril, General Liability, Auto, Workers' Compensation, etc. Insurance Policies for the 2020-21 School Year:

**GARDEN STATE SCHOOLS JOINT INSURANCE FUND
NON-BINDING RESOLUTION OF INTENT TO JOIN**

WHEREAS, a number of local governmental units in various parts of the State of New Jersey have joined together to form a School Board Insurance Group joint self-insurance fund as permitted by N.J.S.A. 18A:18B-1 et seq.; and

WHEREAS, there has been discussion regarding the formation of the GARDEN STATE SCHOOLS JOINT INSURANCE FUND (GSSJIF) for local governmental units; and

WHEREAS, the statutes and regulations governing the creation and operation of a School Board Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group; and

WHEREAS, the Rockaway Borough Board of Education has determined that membership in the GSSJIF would be in the best interest of itself and its citizens;

NOW THEREFORE BE IT RESOLVED that the Rockaway Borough Board of Education does hereby resolve to become a member of the GSSJIF for the purpose of establishing the following types of coverage:

1. Workers' compensation and employers' liability;
2. General liability, including employment practices and school board legal liability;
3. Motor vehicle liability;
4. Crime, employee dishonesty and position bonds; and
5. Property damage (buildings, contents, equipment and motor vehicles);

BE IT FURTHER RESOLVED that such membership is subject to the right to accept the terms of membership when the same is received from the GSSJIF; and

BE IT FURTHER RESOLVED that such membership is subject to the right to accept the Bylaws and Initial Assessment of the GSSJIF, as approved and adopted pursuant to N.J.S.A. 40A:10-39, when the same is received from the GSSIF.

- I. Be it resolved, based upon the recommendation of the BA, to approve the following Cafeteria food prices for the 2020-21 School Year: Student Lunch Meal: \$3.10 (from \$3.00) and Adult Lunch Meal: \$3.60 (from \$3.50).

This increase is necessary due to the statewide raise in the hourly minimum wage rate scheduled to increase by \$1.00 per hour on January 1, 2021, which will increase wages paid by approximately \$5,200.

- J. Be it resolved, based upon the recommendation of the BA, to approve the following resolution pertaining to allowable investment depositories (idle current expense & referendum funds are eligible to be invested here for a higher interest yield return than traditional banks):

A RESOLUTION AUTHORIZING THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY OF THE ROCKAWAY BOROUGH BOARD OF EDUCATION, NEW JERSEY, TO INVEST FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM.

BE IT RESOLVED by the BOARD OF EDUCATION of the ROCKAWAY BOROUGH PUBLIC SCHOOL DISTRICT as follows:

1. The ROCKAWAY BOROUGH BOARD OF EDUCATION hereby finds and determines that (a) the SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY has received and reviewed (i) the Information Statement dated as of January 3, 2005 describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and (ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the ROCKAWAY BOROUGH BOARD OF EDUCATION has determined that it is in the best interests of the DISTRICT to authorize the ROCKAWAY BOROUGH BOARD OF EDUCATION to participate in NJ/ARM.
2. The Program Agreement is hereby approved and the SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY is authorized to execute the Program Agreement on behalf of the ROCKAWAY BOROUGH BOARD OF EDUCATION.
3. Wells Fargo Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the ROCKAWAY BOROUGH BOARD OF EDUCATION.
4. The ROCKAWAY BOROUGH BOARD OF EDUCATION acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.
5. This resolution shall take effect immediately upon its adoption.

14. Referendum Action Items

- A. Be it resolved, based upon the recommendation of the BA, to approve a rental contract with Work Zone Cam, Inc. of Upper Saddle River, NJ, to furnish a wireless exterior time lapse professional camera and to provide 15 months of fully hosted Pro services (prep & presentation of video and website link) for \$6,375, as per their proposal dated January 31, 2020.

Other quotes received: OxBlue Construction Cameras \$7,764 and EarthCam.net Tech Experts for \$8,770

- B. Be it resolved, based upon the recommendation of the BA, to approve a contract with Vesta Housing Solutions, LLC, of Southfield, MI, to relocate their Temporary Classroom Unit (TCU) at Lincoln school in the amount of \$17,214, as per their quote dated February 17, 2020.

The trailer is leased and must be relocated by them, as they own it. Relocation to begin on August 3rd.

- C. Be it resolved, based upon the recommendation of the BA, to approve a contract with Vesta Housing Solutions, LLC, of Southfield, MI, to furnish and install one 8’x40’ Storage Container, for \$2,795, for a period of 14 months, as per their quote dated February 17, 2020.

- D. Be it resolved, based upon the recommendations of the Supt, BA, Construction Attorney & Architect, to approve the following resolution pertaining to the Roofing Jobs:

WHEREAS, a recommendation was made by the Superintendent of Schools to the **Rockaway Borough Board of Education (“Board”)** to seek a contract for construction services for Roof Replacement at Lincoln Elementary School & Thomas Jefferson Middle School (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Thursday, February 13, 2020 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.;

| Bidder | Base Bid | Alt. #1 | Alt. #2 (Cap Reserve) | Total Bid Amount |
|----------------------------------|----------------|-------------|-----------------------|------------------|
| Northeast Roof Maintenance, Inc. | \$988,000.00 | \$12,000.00 | \$288,000.00 | \$1,288,000.00 |
| VMG Group, d/b/a Mike’s Roofing | \$999,000.00 | \$18,000.00 | \$393,000.00 | \$1,410,000.00 |
| USA General Contractors, Corp. | \$962,000.00 | \$32,000.00 | \$418,000.00 | \$1,412,000.00 |
| Barrett Roofing, Inc. | \$1,087,000.00 | \$12,500.00 | \$433,000.00 | \$1,532,500.00 |
| Integrity Roofing, Inc. | \$1,177,340.00 | \$28,000.00 | \$465,000.00 | \$1,670,340.00 |
| D.A. Nolt, Inc. | \$1,226,753.00 | \$28,000.00 | \$422,443.00 | \$1,677,196.00 |
| G.C. Dynatech Construction, LLC | \$1,420,000.00 | \$28,000.00 | \$450,000.00 | \$1,898,000.00 |
| Galla Construction, Inc. | \$1,523,000.00 | \$14,500 | \$432,100.00 | \$1,969,600.00 |

WHEREAS, the apparent low bidder has submitted a letter indicating that they made an error in the calculations of their bid and they now seek to withdraw same; and

WHEREAS, upon review of the bid submitted by the apparent second low bidder, VMG Group d/b/a Mike’s Roofing, together with the bid specifications and N.J.S.A. 18A:18A-1 et seq., and in consultation with Parette Somjen Architects LLC for the Project, the Board has determined that the bid submitted by VMG Group d/b/a Mike’s Roofing is the lowest responsible bidder; **NOW, THEREFORE:**

BE IT RESOLVED, the Board hereby rejects the bid submitted by Northeast Roof Maintenance, Inc. as unresponsive; and

BE IT FURTHER RESOLVED, that the Board awards the Project to VMG Group d/b/a Mike’s Roofing at a total contract amount of \$1,410,000.00.

E. Be it resolved, based upon the recommendations of the Supt, BA, Construction Attorney & Architect, to approve the following resolution pertaining to the TJ Lavatory/Vestibule Project:

WHEREAS, a recommendation was made by the Superintendent of Schools to the **Rockaway Borough Board of Education ("Board")** to seek a contract for construction services for Restrooms & Vestibules at Thomas Jefferson Middle School (hereinafter "Project"); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Thursday, February 13, 2020 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*;

| Bidder | Base Bid |
|---------------------------------------|--------------|
| Billy Contracting & Restoration, Inc. | \$389,000.00 |
| Academy Construction | \$439,000.00 |
| Wallkill Group | \$447,737.00 |
| Northeastern Interior Services | \$448,000.00 |
| Goksu Construction | \$588,900.00 |

WHEREAS, upon review of the bid submitted by Billy Contracting, the bid was found to contain material non-waivable defects thus necessitates its rejection by the Board; and

WHEREAS, upon review of the bid submitted by the second low bidder, Academy Construction, Inc., together with the bid specifications and N.J.S.A. 18A:18A-1 et seq., and in consultation with Parette Somjen Architects LLC for the Project, the Board has determined that the bid submitted by Academy Construction, Inc. is the lowest responsible bidder; and **NOW, THEREFORE:**

BE IT RESOLVED, that the Board awards the Project to Academy Construction, Inc at a total contract amount of \$439,000.00

15. 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.
- B. Be it resolved, based upon the recommendation of the Supt, to approve **Cassandra Brodhecker, Eric Medore, Jamie Swenty and Geoffrey Zoeller** as substitute teachers for the remainder of the 2019-2020 school year at a daily rate of \$90.00 for the first ten days and \$95.00 per day thereafter.
- C. Be it resolved, based upon the recommendation of the Supt, to approve **Katelyn DeSantis** as a Maternity Leave Replacement Guidance Counselor at Lincoln School beginning on or about April 20, 2020 through January 4, 2021. Mrs. DeSantis will be placed on step MA-1 at an annual salary rate of \$54,825 (prorated to 4/5ths-80% time) for the remainder of the 2019-20 school year and \$55,875 (prorated to 4/5ths-80% time) for the 2020-21 school year, pending Criminal History Review 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 upon the recommendation of the Supt, to retroactively reassign and approve **Sharon Lowry** as a personal/instructional aide, on or about February 4, 2020 through June 30, 2020 at an hourly rate of \$15.00 for 5.25 hours per day. She is currently a cafeteria aide (non-instructional) and therefore has already cleared all required checks and will continue to work the AM supervision assignment at an hourly rate of \$11.86 for ½ hour per day.
- E. Be it resolved, based upon the recommendation of the Supt, to approve **Zulema Peña** as a personal/instructional aide, on or about February 24, 2020 through June 30, 2020 at an hourly rate of \$15.00 for 5.75 hours per day, pending Criminal History Review background check required by P.L. 1986 c. 116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.
- F. Be it resolved, based upon the recommendation of the Supt, to approve **Maria Garate** as a personal/instructional aide, on or about March 9, 2020 through June 30, 2020 at an hourly rate of \$15.00 for 5.75 hours per day, pending Criminal History Review background check required by P.L. 1986 c. 116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.

16. Curriculum & Instruction/Students

- A.** Be it resolved, based upon the recommendation of the Supt, to approve the attached list of **Student Field Trip** Requests which have been deemed to support and further enhance the delivery of student instruction and curriculum.

- B.** Be it resolved, based upon the recommendation of the Supt, to approve the proposed Action Research Project along with its accompanying surveys and review of student data by **Maryann Medore** in order to qualify for completion of her Master's Program in Educational Leadership at the College of St. Elizabeth. The focus of her research will be to determine the impact of science content on reading. This approval is required under Board Policy # 3245, Research Projects by Staff Members.

- C.** Be it resolved, based upon the recommendation of the Supt, to approve the Extra-Curricular Activity Establishment Proposal submitted by Aileen Schumacher regarding the initiation of a **Yoga Club** for district students. As per district policy, the teacher shall not be compensated for the initial year of the program, but upon review of the Superintendent, it may be recommended to establish the program for the following year, following a successful implementation.

17. Building & Grounds/Technology

- A.** Be it resolved, based upon the recommendation of the BA, to approve a renewal contract with CDW-G, of Vernon Hills, IL, for Internet Firewall Barracuda Energize Updates (16) & Instant Replacement Program (16), effective March 2, 2020 to June 30, 2021, for a total amount of \$8,273.28, as per their quote dated February 18, 2020.

- B.** Be it resolved, based upon the recommendation of the BA, to approve a renewal agreement with Rockaway Township Board of Education to provide "Fleet Maintenance for the 2020-21 School Year" to maintain three school vans and our trucks, at hourly rates & fees indicated. This agreement covers the state required 90 school van bus inspections and has worked very well.

- C.** Be it resolved, based upon the recommendation of the BA, to approve a renewal of a joint transportation agreement with Rockaway Township Board of Education to provide "Transportation for Athletic & Field Trips," for the 2020-21 School Year, as needed, at an hourly rate of \$68.50.

18. Policy

- A.** There is nothing to act on at this time.

19. Consent Agenda

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

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

20. Old Business

A. Mrs. Alpaugh presented an update on District Goals for the 2019-20 school year.

B. Be it resolved, based upon the recommendation of the Supt, to retroactively approve two (2) unpaid NJ Family Leave of Absence requests from **Jackie Rial**, paraprofessional at TJ; the first one commencing December 9, 2019 to January 20, 2020 and the second one commencing January 20, 2020 and ending on/about March 13, 2020. **Moved to table: Mrs. McGovern, seconded by Mrs. Walter, and unanimously approved by a roll call vote.** *(This recommendation was tabled at the January 28, 2020 meeting until further notice.)*

21. New Business

A. End of the year school calendar was reviewed; if we still retain the 4 unused snow days.

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

A. There was none at this time.

23. Next Regularly Scheduled Meeting:

Wednesday, March 18, 2020 in the TJ Cafeteria: 6:30 pm

24. Motion to Adjourn: 8:30 PM

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

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

Respectfully submitted,

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

Student Field Trip Approval Requests:

| GRADE | TEACHERS | DATE OF TRIP | TIME: DEPART/ RETURN | DESTINATION | # OF STUDENTS | # OF ADULTS | \$ PER STUDENT | JUSTIFICATION FOR THE TRIP |
|---------------|---------------------------|--------------------------|----------------------|---|---------------|-------------|----------------|--|
| Seventh Grade | Leahey, DeFelice | March 5, 2020 | 11:00am/ 2:00pm | AMC Theaters Rockaway, NJ | 25 | 3 | \$12.00 | Students will compare/contrast our class novel, "Call of the Wild" to its modernized film version. |
| K-8 Grades | Smith Zangara | March 10, 2020 | 9:15am/ 11:00am | IHop Restaurant Roxbury, NJ | 12 | 9 | \$10.00 | To enhance our curriculum with real world connections & interdisciplinary math skills as well as foster growth in college and career readiness. |
| K-8 Grades | Smith Zangara | April 1, 2020 | 9:45am/ 11:00am | Gencarelli's Restaurant Rockaway, NJ | 12 | 9 | \$10.00 | To enhance our curriculum with real world connections & interdisciplinary math skills as well as foster growth in college and career readiness. |
| Kindergarten | Conway, Hickman, Moriano | April 27, 2020 | 9:00am/ 2:00pm | Turtle Back Zoo West Orange, NJ | 64 | 6 | \$22.00 | The students will be provided an enriching recreational experience that fosters excellence in wildlife education and wildlife conservation so that they are inspired to understand, appreciate, and protect the fragile independence e of all living things. |
| 6 - 8 Grades | Bogart Onischuk | May 21, 2020 DATECH G | 8:30am/ 2:30pm | MHRD Quadrathlon/ Morris Knolls HS Denville, NJ | 26 | 2 | FREE | PE articulation and for students to showcase physical fitness skills. PREVIOUSLY APPROVED 10/15/19 |
| Third Grade | Carroll, Izzo, Schumacher | May 29, 2020 | 8:00am/ 3:10pm | Bronx Zoo Bronx, NY | 65 | 28 | \$47.00 | The purpose of the yearly trip to the Bronx Zoo is to enhance the third grade curriculum "structures of Life" unit in our FOSSkits science units. |
| Sixth Grade | Selikoff | June 9, 2020 | 8:30am/ 2:30pm | Yogi Berra Museum & Jackals Stadium @ Montclair State Univ. Montclair, NJ | 51 | 7 | \$30.00 | Financial Literacy. |

Professional Development/Travel Expenditure Approval Requests:

| STAFF MEMBER | WORKSHOP TITLE/DEST | DATES | FEES/MILEAGE | JUSTIFICATION FOR THE TRIP |
|--|---|---|---|--|
| Nancy Beiermeister | NJASBO Professional Development Programs Rockaway, NJ | Feb 20, April 28, May 12, 2020 | Reg: \$100 each +Mileage | Monthly in-service programs that provide information on topics that pertain to efficient running of the Business Office including: pensions, yearly audit and legislative updates. |
| Michael Onischuk | Stop the Bleed for NJ Schools Passaic County Public Safety Academy Wayne, NJ | March 9, 2020 | Reg: Free +Mileage | School liaison for a statewide grant initiative. |
| Shaun Reyes | HyperFlex Data Platform Hands-On Demo Cisco HQ, Iselin, NJ | March 11, 2020 | Reg: Free + Mileage | This is the hands on trial for the server needed to be upgraded this coming summer. |
| Michael Onischuk | Greater Morris County Junior Schools Coaches Association (GMCJSCA) Athletic Directors (AD) Roundtable Meeting Denville, NJ | March 12, 2020 | Reg: Free +Mileage | To discuss the topic of technology for our league and how it can improve school, district and league communication. |
| Joseph Ellis Pattie Fitzgerald Rich Campbell | STS of NJ School Bus Driver Safety Seminar Morris Hills HS Rockaway, NJ | March 14, 2020 | Reg: \$20 each +Mileage | "Create a Safe & Smooth Ride"; information and strategies to ensure the safe transport of students with autism spectrum disorder. |
| Wendy Chandler | NJASBO Professional Development Programs Rockaway, NJ | March 19, April 28, May 12, 2020 | Reg: \$100 each +Mileage | Monthly in-service programs that provide information on topics that pertain to efficient running of the Business Office including: purchasing, yearly audit and legislative updates. |
| Nancy Beiermeister | STS of NJ Pupil Transportation Annual Conference Atlantic City, NJ | March 26 & 27, 2020 | Reg: \$350 Lodging \$82 +Tolls & Mileage | To remain current on the latest issues and gain knowledge to ensure that the district remains compliant while providing student transportation. |
| William Stepka | 58th Annual State of NJ District Business Officials Convention Atlantic City, NJ | June 3, 4, & 5, 2020 | Reg: \$275 Lodging: \$261.25 total +Tolls & Mileage | To remain up-to-date & current on the latest issues affecting our school district from the financial, legal, political, and administrative arenas. |