

# Rockaway Borough Board of Education

## REGULAR MEETING MINUTES

Tuesday, April 25, 2023, 7:30 PM

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

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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.*

### Executive Session I: 6:34 pm - 7:37 pm

Be it Resolved, that the Board enter into Executive Session (Private) to discuss exempt matters pertaining to 1) personnel; 2) legal, and 3) Student HIB, the nature of which will be made public only when the need for confidentiality no longer exists.

Motion to Enter:      **Moved by: Dr. Piombino**      **Seconded by: Mrs. Walter**      **Voice Vote: All Ayes**

Motion to Adjourn:      **Moved by: Mrs. Walter**      **Seconded by: Dr. Piombino**      **Voice Vote: All Ayes**

## 1. Call to Order: 7:37 PM

*The public meeting was called to order at 7:37 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 Riviuccio - 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 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2024)*

**Mrs. Karen Walter, VP - Present**

*Elected 2021 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2024)*

**Mr. Jeffrey Tobias, President - Present**

*Elected 2020 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2023)*

**Mr. Anthony Grieco, Superintendent - Present**

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

**Mr. William Stepka, SBA/Board Secretary - Present**

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

**All Board members were present along with 1 administrator, 2 parents, and 8 staff members.**

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

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

1. Curriculum/Special Education: *Dr. Piombino & Mr. Graf*
2. Safety/Security: *Mrs. Walter & Mr. Riviuccio*  
Met earlier in the day with Mr. Grieco and reviewed the latest safety & security issues.
3. Athletic/Activities: *Mr. Riviuccio & 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. Update: TJ School Student Master Schedules - Mr. Grieco & Mr. Waxman  
Mr. Grieco and Mr. Waxman presented 3 different draft schedules, discussed the positive and negative aspects of each, and answered questions from the Board and staff members present from 7:40 pm to 8:40 pm.

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

1. **Board Correspondence: Received (R) or Sent (S) since our last meeting:**
  - A. There was none at this time.
2. **Financial Status Updates:**
  - A. 2022-23 Current Budget Year: Proceeding within budgeted parameters.
  - B. 2023-24 New Budget: Budget Hearing & adoption set for May 8th.
3. 2023 NJ School Boards' Convention: October 23, 24, and 25 (Mon, Tue, Wed)

**D. Principal, Director & Supervisor Monthly Reports:**

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Lincoln Principal's Report:</li> <li>2. Thomas Jefferson Principal's Report:</li> <li>3. Curr., Inst., and Assessment Director's Report:</li> <li>4. Building &amp; Grounds Supervisor's Report:</li> <li>5. Technology Supervisor's Report:</li> </ol> | <b><u>Submitted by:</u></b><br><i>Ms. Dachisen</i><br><i>Mr. Waxman</i><br><i>Mrs. Argenziano</i><br><i>Mr. Klein</i><br><i>Mr. Reyes</i> |
|---|---|

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

- A. There was none at this time.

**5. Enrollment Report:**

Grade Level & School	Students June 30, 2022	Students April 21, 2023	Diff from June 22	Sections (Classes)	Avg. Class Size
Preschool - Lincoln	29	<b>30</b>	<b>+1</b>	<b>2</b>	<b>15</b>
Kindergarten - Lincoln	65	<b>57</b>	<b>-8</b>	<b>3</b>	<b>19</b>
Grade 1 - Lincoln	56	<b>67</b>	<b>+11</b>	<b>3</b>	<b>22</b>
Grade 2 - Lincoln	66	<b>58</b>	<b>-8</b>	<b>3</b>	<b>19</b>
Grade 3 - Lincoln	57	<b>67</b>	<b>+10</b>	<b>3</b>	<b>22</b>
<b><u>Total Lincoln School:</u></b>	<b><u>273</u></b>	<b><u>279</u></b>	<b><u>+6</u></b>	<b><u>14</u></b>	<b><u>20</u></b>
Grade 4 - TJ	46	<b>55</b>	<b>+9</b>	<b>3</b>	<b>18</b>
Grade 5 - TJ	59	<b>42</b>	<b>-17</b>	<b>3</b>	<b>14</b>
Grade 6 - TJ	54	<b>61</b>	<b>+7</b>	<b>3</b>	<b>20</b>
Grade 7 - TJ	58	<b>55</b>	<b>-3</b>	<b>3</b>	<b>18</b>
Grade 8 - TJ	53	<b>61</b>	<b>+8</b>	<b>3</b>	<b>20</b>
<b><u>Total Thomas Jefferson:</u></b>	<b><u>270</u></b>	<b><u>274</u></b>	<b><u>+4</u></b>	<b><u>15</u></b>	<b><u>18</u></b>
Special Ed Out-of-District:	3	<b>2</b>	<b>-1</b>	<b>-</b>	<b>-</b>
<b><u>Resident Students:</u></b>	<b><u>546</u></b>	<b><u>555</u></b>	<b><u>+9</u></b>	<b><u>29</u></b>	<b><u>19</u></b>
Charter/Choice Schs Out:	1	<b>2</b>	<b>+1</b>	<b>-</b>	<b>-</b>
Spec. Ed Tuition Incoming:	5	<b>5</b>	<b>0</b>	<b>-</b>	<b>-</b>
<b>Total Students:</b>	<b>552</b>	<b>562</b>	<b>+10</b>	<b>-</b>	<b>-</b>

**6. Meeting Minutes**

- A. Be it resolved to approve and accept the following meeting minutes:
1. March 16 Regular Meeting & Executive Session.

**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. Payrolls, Bills & Claims List: March 16 to April 25, 2023: \$898,368.66
- B. Be it resolved to approve and accept the Budgetary Transfers Report for the month of February.

- C. Be it resolved to approve and accept the Board Secretary's Financial Reports for the month of February.

*I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of February 28, 2023, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a). William Stepka, RSBA- Business Administrator/Board Secretary.*

- D. Be it resolved that the Rockaway Board of Education "SFA" (School Food Agency) approves the renewal of the Food Service Management Contract with The Pomptonian, Inc. "FSMC" (Food Service Management Company), of Fairfield, NJ, for the food service operation for 2023-2024; renewal year 4 of 4.

1. The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.2383 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fees to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by the actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count.

The per-meal administrative/management fee of \$0.2383 will be multiplied by the total meals.

2. There is no guaranteed financial performance.
3. Total Cost of Contract: total expenses (costs) include food, labor, supplies, other expenses, and FSMC Management fees. The Total Cost of the Contract is \$236,948.40

- E. Be it resolved to increase the price of a complete student breakfast and student lunch by 25 cents (+7%) for the 2023-24 school year to \$2.50 and \$3.90, respectively.

- F. Be it resolved to renew the employee health benefits broker of record contract with Brown & Brown Benefit Advisors, of Roseland, NJ, for a fee of \$12,000 (no increase from last year), for the 2023-24 school year.

- G. Be it resolved to approve the monthly renewal rates for the employee Dental plan (Horizon Dental Option Plan) which reflect a 2% increase, as listed for the 2023-24 and 2024-25 school years: Single: \$39.56, 2 Adults: \$87.56, Parent/Child: \$85.64 and Family: \$137.57, this plan serves the majority of district employees.

- H. Be it resolved to approve the monthly renewal rates, which reflect a 0% increase, for the employee Dental plan (Horizon Dental Choice Plan K - Managed Care) as listed for the 2023-24 school year: Single: \$17.34, 2 Adults: \$33.50, Parent/Child: \$43.20 and Family: \$60.62; this plan serves the rest of district employees.

- I. Be it resolved to renew the annual contract with Phoenix Advisors, of Bordentown, NJ, to continue to serve as our Municipal Advisor and Continuing Disclosure Agent relating to the 2020 School Buildings' Renovation Bond Issue, in the amount of \$1,350 for the 2023-24 school year.

**8. Personnel**

- A. Be it resolved, based on the recommendation of the Superintendent, to approve the list of Staff Member **Professional Development Workshops & Travel Expenditure Requests** at the end of this agenda 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 and accept a letter of resignation, for retirement, from **Milissa Dachisen**, Principal of Lincoln School, effective July 1, 2023, and to thank her for her six (6) years of dedicated service to the Rockaway Borough community of students and parents, and to wish her well in retirement.
- C. Be it resolved, based on the recommendation of the Superintendent, to reapprove **Elise Kelly**, of Rockaway, NJ, as a substitute school van/bus driver, at an hourly rate of \$24.13 as needed, for the remainder of the 22-23 school year. She was a substitute school bus driver earlier this year and has already completed all required background checks and paperwork.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve an adjustment of the daily hours listed from last month’s agenda for **Neal Zabriskie**, as a ten (10) month part-time evening custodian, at an hourly rate of \$20.53 (based on Custodial Guide/Step: C-9/10) from three (3) hours per night to four (4) hours per night when school is in session and any teacher professional days (185 days yearly total to be pro-rated), effective April 3, 2023, to June 30, 2023.
- E. Be it resolved, based on the recommendation of the Superintendent, to confirm/approve the following leaves of absence for the following personnel:

Staff #	Location	Position	From	To
#305	Lincoln	Cafeteria Aide	4/17/23 (Sick/Personal-4/17 - 5/19/2023) (Unpaid- 5/25 - 6/15/23)	6/15/23
#104	Lincoln	Cafeteria Aide	2/22/23 (Sick/Personal-2/22 & 2/23/2023) (Unpaid-2/24 - 5/1/23)	5/1/23
#618	TJ	Paraprofessional	3/6/23 (Sick/Personal- 3/6 - 15/2023) (Unpaid- 3/16 - 24/23)	3/24/23
#471	District Office	Admin. Assistant	4/14/23 (Vacation/Personal - 4/14 - 4/21/23) (Unpaid - 4/24 - 4/28/23)	4/28/23

- F. Be it resolved, based on the recommendation of the Superintendent, to approve **Nicholas Cecere** as a Maternity Leave Replacement 7th and 8th Grade Social Studies Teacher (not eligible towards tenure) at Thomas Jefferson School beginning on or about May 3, 2023, through June 30, 2023. Mr. Cecere will be paid based on Guide-Step BA-2 at an annual salary rate of \$54,305 (to be prorated from the actual start date.) Mr. Cecere has successfully completed all required criminal background checks. (Leave replacement for Mrs. DeFelice.)

- G. Be it resolved, based on the recommendation of the Superintendent, to approve **Dorothea Yobs** as a Buddy for Dawn Montesano for the remainder of the 2022-23 school year. The rate of \$275, to be prorated from the actual start date.
- H. Be it resolved, based on the recommendation of the Superintendent, to approve **Michael Onischuk** as a Mentor for **William Rzucidlo**, a part-time physical education teacher, for \$1,000 (to be paid for by the mentee), effective April 1, 2023 to March 31, 2024.
- I. Be it resolved, based on the recommendation of the Superintendent, to approve **Neal Healy**, a student at County College of Morris' New Pathways to Teaching in New Jersey program, for 8 hours of classroom observation from April 26, 2023, through June 14, 2023.

## 9. Curriculum, Instruction & Assessment

- A. Be it resolved to approve the Student Field Trip requests as listed at the end of this agenda.
- B. Be it resolved, based on the recommendation of the Superintendent, to approve the revised 2022-23 school calendar, due to unused snow/emergency days. The last day of school for students and staff will now be Thursday, June 15th, instead of Tuesday, June 21st.
- C. Be it resolved, based on the recommendation of the Superintendent, to accept & approve the following Superintendent's HIB decision(s) in the following instances as numbered:
  - 1. 229120TJM03032022: Not Substantiated

*Mr. Riviuccio moved, seconded by Mrs. Walter to table this recommendation (9C) until after Executive Session II, so the Board may revisit it.*

## 10. Technology and Buildings & Grounds

- A. Be it resolved to approve a renewal contract with Karl Environmental Group, of Mohnton, PA, to continue to provide Comprehensive Environmental Services (right-to-know, AHERA surveillance & training, and air quality) for the 2023-24 school year, at an annual cost of \$4,900 (+\$300 or +6.5% from last year).
- B. Be it resolved to approve a renewal contract with Safe Schools Integrated Pest Management, of Fair Haven, NJ, to provide monthly pest control services to all district buildings, at a base cost of \$295 per month (no increase from last year), for the 2023-24 school year, as per their proposal dated March 23, 2023.
- C. Be it resolved to approve a contract with Classic Sport Floors, Inc., of West Berlin, NJ, to replace the entire gym floor at Lincoln School, for \$33,443.61 by utilizing NJ Coop #65MCESSCCPS - Repair & Refinishing of Gym Floors Time & Material Bid #MRESC 18/19-62, based on their proposal dated March 30, 2023, to be completed during the summer of 2023 and to be paid via 23-24 capital projects funds.
- D. Be it resolved to approve a contract with Generations Services, Inc., of Pompton Plains, NJ, to demolish, furnish and install new theatrical lighting for the Jefferson School Stage, for \$38,903.87 by utilizing NJ Educational Data Services Contract #11651, as per their quote dated March 27, 2023, to be completed during the summer of 2023 and to be paid via capital projects funds from the 23-24 district budget.



**15. Next Regularly Scheduled Meeting****A. Monday, May 8, 2023**

The Meeting will begin at 7:30 pm in the Cafeteria of Thomas Jefferson Middle School to conduct a public hearing on the proposed 2023-24 district budget and to approve the annual reappointment of staff members for the 2023-24 school year.

**16. Executive Session II: 8:50 pm to 9:33 pm**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing a student HIB and personnel matter, the natures of which will be made public only when the need for confidentiality no longer exists.

**THE BOARD ANTICIPATES BEING IN THE EXECUTIVE SESSION FOR APPROXIMATELY 30 MINUTES.  
BOARD ACTION WILLTAKEN AFTER THIS SESSION CONCLUDES.**

**Motion to Enter:      *Moved by: Mrs. Walter      Seconded by: Dr. Piombino      Voice Vote: All Ayes***

**Motion to Adjourn:      *Moved by: Dr. Piombino      Seconded by: Mrs. Walter      Voice Vote: All Ayes***

- A.** Be it resolved, based on the recommendation of the Superintendent, to accept & approve the following Superintendent's HIB decision(s) in the following instances as numbered:

1. 229120TJM03032022: Not Substantiated

*Mrs. Walter moved to take the above recommendation from the table and approve, seconded by Dr. Piombino, and unanimously carried via roll call vote.*

**17. Motion to Adjourn the Meeting: 9:35 pm**

There being no further business before the Board, the meeting was adjourned at 9:35 pm.

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

Respectfully submitted,

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

**Student Field Trip Requests:**

GRADE	TEACHERS	DATE	TIME: DEPART - RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER PUPIL	JUSTIFICATION FOR TRIP
2	Brianna Jones Maryann Medore Mihaela Tuluca	6/12/23	8:45 - 2:00 pm	Red Mill Museum	58	14	\$25/pp	To enhance the 2nd-grade social studies curriculum, Community Life: Then and Now.
4	Kellianne Fowler Kimberly Hynson Sherry Rich	6/9/23	9:15 - 2:30 pm	Sterling Mines	55	7	\$40/pp	To enhance the Rocks and Minerals unit in science.
2	Maryann Medore	5/5/23	10:00 - 11:00 am	Rockaway Public Library	19	1	Free	To increase student interest in reading, to build student familiarity with both the library and librarian, and for students to understand that the library is a valuable resource. It will also serve to introduce students to activities offered by the library and will serve to build a stronger partnership between school and community.
2	Mihaela Tuluca	5/11/23	10:00 - 11:00 am	Rockaway Public Library	20	1	Free	To increase student interest in reading, to build student familiarity with both the library and librarian, and for students to understand that the library is a valuable resource. It will also serve to introduce students to activities offered by the library and will serve to build a stronger partnership between school and community.
2	Brianna Jones	5/12/23	10:00 - 11:00 am	Rockaway Public Library	20	1	Free	To increase student interest in reading, to build student familiarity with both the library and librarian, and for students to understand that the library is a valuable resource. It will also serve to introduce students to activities offered by the library and will serve to build a stronger partnership between school and community.
5	Samantha Selikoff	5/30/23	9:45 - 2:45 pm	Legoland	45	6	\$25/pp	There are many different "Lego Master" style lessons in 5th grade. CID and this would be a great end-of-year trip
MD/APE	Michael Onischuk	5/2/23 or 5/4/23	10:45 - 1:30	Rockaway Lanes/M&S II Pizza	15	10	Free	Reward of exercise-based warm-up program; offer students a curricular experience outside of the traditional classroom.
1	Dodi Yobs Katrina Tajiddin Heather Doering	5/26/23	8:45-2:45 pm	Field Station: Dinosaurs/ Leonias, NJ	65	24	\$28.25/pp	To provide students with an opportunity for hands-on learning while exploring various science exhibits. Students will also participate, as well as observe science shows.

**Professional Development/Travel Expenditure Requests:**

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	REG & FEES	JUSTIFICATION FOR THE TRIP
Wendy Chandler	CDK End of Year Meeting/ Hawke Pointe Golf Club, Washington, NJ	4/26/23	Free Mileage: \$30.45	To better understand the accounting module and its updates.
Brianna Luongo	2023 Anti-Bullying & School Safety Conference/ Virtual	5/24/23	\$249	This year's theme is Helping Our Students Heal, Learn and Grow Past Pandemic Loss. Through this conference, we aim to provide both support and concrete, practical strategies for educators in their ongoing efforts to support and educate.
Timothy Yobs Michael Klein	ESCNJ Vendor Expo/ NJ Convention Center, Edison, NJ	5/24/23	Free	CFU Credits for CEFM renewal.
Mary Leslie Jennifer Grica	NJCIE Inclusion Leadership Conf. MSU, Montclair, NJ	6/9/23	\$175/pp Total: \$350	To learn effective ways of providing inclusion for students.
Lauren Mitofsky	2023 WRS Certified Teacher Conf. Virtual	7/12/23 7/13/23	\$369 (\$30 discount)	Attending the WRS Conference will refresh, ignite, and spark a new understanding of WRS strategies and concepts to better serve our students.
Brianna Luongo Bryanna Dennison	Legal One HIB Law Update/ Virtual	5/18/23	\$150/pp	Recent case law, legislation and current events will have a major impact on how schools implement New Jersey's Anti-Bullying Bill of Rights. In this session, participants will learn about major changes in Federal and State Law, U.S. Supreme Court Decision impacting student cyber speech, the 2022 HIB Law Updates, recent HIB case law impacting student and staff member rights, recent trends in HIB, and how to address student behavior linked to recent events, as well as diversity, equity, and inclusion.
Marcella Staropoli	Summer Inclusion Leadership Conference 2023/ Montclair State University	6/9/23	Free with Code	Improving inclusive teaching practices in Universal Design for Learning and co-teaching.
Jamie Argenziano Anthony Grieco	Realtime Experience 2023 Hilton Garden Inn Rockaway	6/6/23	Free	Workshop will discuss new features for 23-24, offer breakout workshops from Realtime experts, and provide training on various modules.
Joseph Corbo	Catalyzing Change in Math Teacher Education in a Post-Pandemic Era/ College of NJ	6/2/23	\$30	Relevance to improving instruction or operation of school: Improving teaching strategies and SEL learning post-Covid.