

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Tuesday, August 27, 2019

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 6:34 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 website, and posted in other public places. Official Board actions will be taken after the Workshop Session concludes."

2. Board Member Roll Call

BOARD MEMBERS PRESENT: All 5: Mrs. Karen Walter, Mrs. Alexa Piombino, Mr. Jeffery Tobias, Mrs. Linda McGovern, VP and Mrs. Christa Smith, Board President.

BOARD MEMBERS ABSENT: None (0)

ADMINISTRATION PRESENT: Mrs. Phyllis Alpaugh, Superintendent of Schools, Mr. William Stepka, SBA/Secretary of the Board

OTHERS PRESENT: 3 District Administrators & 1 Staff Member.

The Pledge of Allegiance was then held . . .

3. 6:34 PM: Workshop Session

The Board and Administration reviewed and discussed recommendations for approval listed on the Agenda and other items brought before it for consideration.

A. Administrator & Supervisor Monthly Reports:

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

B. Items for Discussion

1. District Brand: "We are RB Proud!" or "We have RB Pride!" or "Rams Rock!"
2. Reviewed pertinent agenda items recommended for approval.
3. NJ School Boards Annual Atlantic City Convention in October. Who will attend?

4. 7:07 PM: Motion to Adjourn Workshop Session and enter Executive Session I

Be it Resolved, that the Board enter into Executive Session (Private) for the purposes of a personnel matter, the Superintendent's employment contract; 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: Mrs. Piombino Seconded by: Mrs. Walter Voice Vote: All Ayes

5. 7:50 PM: Motion to Adjourn Executive Session I and Begin the Regular Meeting

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

6. September 24, 2019 Facilities Bond Referendum II Status #5

- A. Mr. Tobias, Ref Advisory Committee Chair, provided an update along with any other late breaking news from the Supt & BA.
- B. Polls will be Open from 6 AM to 8 PM on Tuesday, September 24, 2019 and will be located at the Rockaway Assembly of God, on East Main Street.
- C. Determine Public Forum Date. (Tuesday, Sept 10, recommended)

Mrs. McGovern moved, seconded by Mrs. Walter, to set Tuesday, Sept 10th, at 7 pm in the gym of TJ, to hold a Ref II Public Forum so residents can get facts, and direct the BA to advertise as such. Voice vote: All Ayes.
- D. Presentation at Back to School Nights, Monday, Sept 16 (Lincoln) & Wed. Sept 18 (TJ).
- E. Important Election Deadlines:
 - a. September 3, Tuesday: Last day to register to vote for "New Voters."
 - b. September 10, Tuesday: Last day to designate & register "Poll Watchers."
 - c. September 17, Tuesday: Last day to request a "Vote by Mail" ballot.
 - d. Week of Sept 16th: All borough registered voters to receive "Sample Ballot" in mail.
 - e. September 23, Monday: Last day to "Vote in Person" at the County Clerk's Office.
 - f. September 24, Tuesday: Election Day: "Vote" from 6:00 am to 8:00 pm @ AOG.

7. Public Comment No. 1 on Agenda Items Only

A. There was none at this time.

8. Superintendent’s Report (Supt) - Mrs. Alpaugh

- A. Legislative Report – Mental health education.
- B. Upcoming Events – Discussion of Back to School Nights.
- C. Special Report - non
- D. Enrollment Report: Incoming Kindergarten Student Count Update: 59

Grade Level & School	Students June 30, 2018	Students June 30, 2019	Diff	Sections (Classes)	Avg Class Size
Preschool - Lincoln	23	27	4	2	14
Kindergarten - Lincoln	53	62	9	3	21
Grade 1 - Lincoln	58	46	-12	3	15
Grade 2 - Lincoln	49	62	13	3	21
Grade 3 - Lincoln	47	54	7	3	18
Total Lincoln School:	230	251	21	14	18
Grade 4 - TJ	55	51	-4	3	17
Grade 5 - TJ	74	50	-24	3	17
Grade 6 - TJ	71	72	1	3	24
Grade 7 - TJ	69	69	0	3	23
Grade 8 - TJ	76	67	-9	3	22
Total Thomas Jefferson:	345	309	-36	15	21
Special Ed Out-of-District:	6	5	-1	-	-
Resident Students:	581	565	-16	29	20
Charter/Choice Schs Out:	4	5	1	-	-
Spec. Ed Tuition Incoming:	4	4	0	-	-
Total Students:	589	574	-15	-	-

9. Business Administrator/Board Secretary’s Report (BA) - Mr. Stepka

- A. Correspondence sent/received since our last meeting:
 - 1. Thank you letter from RB PD for the use of tables & chairs for Nat. Night Out.
- B. Other items of update and/or importance for the Board:
 - 1. There was one nominating petition filed for the one 3-year Board Member Seat up for vote in the November 5, 2019 General Election: Mrs. Christa Smith will run unopposed for her 7th consecutive term.
 - 2. Mr. Stepka stated the auditors have begun their work on the 18-19 audit. Looking good.

10. 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:
- a. July 30, 2019: Workshop & Regular (No Executive Session was held)

11. Finance

- 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:
- Bills & Claims List: July 31 to August 27: \$277,577.07

- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfer Report for the month of June 2019.

- 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 June 2019.

*I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of June 30, 2019, 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 June 2019.

- E. Be it resolved, based upon the recommendation of the Supt & BA, to renew our membership in the School Alliance Insurance Fund, by adopting the following resolution:

"The Educational Facility agrees to renew its membership in the Fund for a period of three (3) years beginning July 1, 2019, and ending July 1, 2022 at 12:01 am eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.

The Educational Facility's Business Official: Mr. William Stepka, is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership."

- F. Be it resolved, based upon the recommendation of the BA, to renew the contract with Saint Clare's Behavioral Health Services (aka Prime Healthcare Services), of Denville, NJ, to provide "Student Safety Assessments" (central evaluation & referral services - CER services) at \$222 per CER, when required by administration, with the parent utilizing their health insurance as primary coverage, if available, effective August 1, 2019 to July 31, 2020.

- G. Be it resolved, based upon the recommendation of the BA, to renew a joint transportation agreement with the Morris Hills Regional Board of Education, of Rockaway, NJ, for school related activities (athletic & field trip bus/van service, if & when needed, at an hourly rate of \$63.85, for the 2019-2020 school year.

12. 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 Supt, to approve **Brianna Dunn** as a Floating Substitute for the district, not to exceed four (4) days a week at a daily rate of \$100.00, effective on or about September 1, 2019 through June 30, 2020. Contingent upon successful clearance of the Office of Student Protection background check required by P.L. 1986 c. 116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.
- C. Be it resolved, based upon the recommendation of the Supt, approve a salary guide movement request from **Jennifer Giraldo**, Special Education teacher at Lincoln, for the successful attainment of advanced graduate credits, from the BA Guide (Step 6 -\$52,125), to the BA Guide +30 Credits (Step 6 - \$54,225), effective September 1, 2019.
- D. Be is resolved, based upon the recommendation of the Supt, to regretfully accept the resignation of **Celina Carpentiere**, cafeteria/playground aide, effective September 1, 2019.
- E. Be it resolved, based upon the recommendation of the Supt, to approve and decrease **Mary Ann Kohaut's** hours from 5.75 hours daily to 4 hours daily for the 2019-20 school year.
- F. Be it resolved, based upon the recommendation of the Supt, to approve **Theresa Weldon** as a substitute teacher for the 2019-2020 school year at a rate of \$90.00 per day for the first 10 days and \$95.00 per day thereafter.
- G. Be it resolved, based upon the recommendation of the Supt., to approve **Ashley Rounsaville** as a substitute teacher for the 2019-2020 school year at a rate of \$90.00 per day for the first 10 days and \$95.00 per day thereafter.
- H. Be it resolved, based upon the recommendation of the Superintendent, to approve Mrs. Jennifer Marsh as a "Buddy" for **Rebecca Vlacich**, at a rate of \$275.00, for the 2019-20 school year.
- I. Be it resolved, based upon the recommendation of the Supt., to approve **Marissa Castro** as a cafeteria/playground aide, effective on or about September 1,2019 through June 30, 2020, at an hourly rate of \$11.50. Contingent upon successful completion of the Office of Student Protection background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.
- J. Be it resolved, by the Rockaway Borough Board of Education, to approve the Merit Goals for **Mrs. Phyllis Alpaugh**, Superintendent of Schools, for the 2019-20 school year. (Upon approval, goals will be available for review in the Business Office.) **This motion was tabled upon a motion from Mrs. Walter, seconded by Mrs. Piombino and unanimously carried on a roll call vote.**

- K. Be it resolved, based upon the recommendation of the Supt, to approve the following Extra Curricular advisors for the 2019-20 school year:

Program	Advisor
Odyssey of the Mind	Elizabeth Morales-Junco

13. Curriculum & Instruction/Students

- A. Be it resolved, based upon the recommendation of the Supt, to approve the attached list of Student Field Trip requests.
- B. Be it resolved, based upon the recommendation of the Supt, to approve a contract with Hillmar. LLC., of North Caldwell, NJ to perform a Bilingual Speech Evaluation for student #310 at the cost of \$525 as required by the Child Study Team evaluation process. **The Superintendent withdrew this recommendation due to the student who needed the service did not enroll.**
- C. Be it resolved, based upon the recommendation of the Supt, to transport via Rockaway Borough bus, student #800 and student #801 to Morris Knolls HS, on alternating days, to attend higher level math course, for the 2019-20 school year, as per their schedule.
- D. Be it resolved, based upon the recommendation of the Supt, to approve the following updated curricula: K-8 Family Life, 4-8 CID/STEAM, 6, 7, 8 ELA Plus, 7 Math and Pre-Algebra, K-8 SEL for the 2019-20 school year.
- E. Be it resolved, based upon the recommendation of the Supt, to approve the following in coming tuition students to attend 2019 ESY Summer programs as follows:

Student	Program	Tuition	Aide	Transportation
277	5wk PreK	2,740	na	Sending district
308	5wk RR 1-2	4,762	na	Sending district
247	6wk MD 1-3	8,762	2,867	Sending district
177	6wk MD 1-3	8,762	2,867	Sending district
287	6wk PALS	8,762	2,867	Sending district

14. Building & Grounds/Technology

- A. There is nothing at this time.

15. Policy

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve **Milissa Dachisen** as the District **Anti-Bullying Coordinator** for the 2019-20 school year.
- B. Be it resolved, based on the recommendation of the Superintendent, to approve **Alexa Barbone** as the **Anti Bullying Specialist at Thomas Jefferson School** for the 2019-20 school year.
- C. Be it resolved, based on the recommendation of the Superintendent, to approve **Susan Tully** as the **Anti Bullying Specialist at Lincoln Elementary School** for the 2019-20 school year.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve the **Lincoln School Code of Conduct** for the 2019-20 school year.
- E. Be it resolved, based on the recommendation of the Superintendent, to approve the **Thomas Jefferson School Code of Conduct** for the 2019-20 school year.
- F. Be it resolved to approve the updated CSA Professional Development Plan for 2019-20 which is part of the original three year plan based on the current employment contract .
- G. Be it resolved, to approve the **SECOND reading & ADOPTION** of the following updated policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	2460	Special Education	Mandated/Revised
R	2460.9	Special Education--Transition from Early Intervention Programs to Preschool	Mandated/Revised
R	2460.15	Special Education--In Service Needs for Professional and Paraprofessional Staff	Mandated/Revised
R	2460.16	Special Education--Instructional Material to Blind or Print-Disabled Students	Mandated/Revised
P	1510	Americans with Disabilities Act	Mandated/Revised
R	1510	Americans with Disabilities Act	Mandated/Revised

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

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

16. New Business

A. To be discussed & approved:

1. Discussion & Adoption of new 2019-20 Board Goals.
 Moved by: Mrs. McGovern Seconded by: Mrs. Walter Voice Vote: All Ayes
2. Mr. Stepka recommend to approve a renewal contract with Morris Hills RHS District to provide bussing for field & athletic trips, as needed, at an hourly rate of \$63.85, for the 2019-20 school year. Moved by Mrs. McGovern, seconded by Mrs. Piombino, carried unanimously by voice vote.

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

A district teacher asked about how does “constant contact” work? Principal Dachisen replied.

18. Next Regularly Scheduled Meeting

Monday, September 23, 2019 in the TJ Cafeteria:

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

Executive Session I: IF NEEDED Approx. 7:30 pm to 8:00 pm (In private - closed session; not open to the public.)

Regular Monthly Business Meeting: Approx. 7:30 or 8:00 pm (In public, formal action will be taken.)

REFERENDUM II VOTE: TUESDAY, SEPT 24, 6 AM TO 8 PM, AOG CHURCH, EAST MAIN STREET

19. Motion to Adjourn: 8:40 PM

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

Moved by: Mrs. McGovern 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	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDE NTS	REASON FOR TRIP
None	At	This	Time.					

Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Christa Smith, Phyllis Alpaugh, Wm. Stepka, Jamie Argenziano,	NJ School Boards Annual Convention, AC, NJ	10/21-24/19	Reg: \$375 each or Group rate \$1,700 Plus Lodging, mileage & toll reimb. @ NJOMB Rates	To attend professional development workshops to keep abreast of the most current and proposed legislation, administrative code, court cases, and other pertinent issues that affect the efficient and effective operation of the district.
Susan Tully	Jets Tackle Bullying Symposium/ Metlife Stadium	8/29/19	\$0 & mileage reimb	This program gives us the upstander program with Jets tickets to give to upstanders throughout the year.
Michael Klein Timothy Yobs	OSHA Asbestos Refresher Ocean, NJ	9/10/19	\$135 each & will take district truck.	Required for asbestos operations and maintenance.
Phyllis Alpaugh	STEM Leadership Forum NJIT-Newark, NJ	10/3/19	Free Mileage: \$17.43	Networking opportunities with other school leaders and board members regarding STEM programming and curriculum.
Susanne Lonergan Jennifer Marsh	Reading Recovery Continuing Contact/ Ringoes, NJ	9/11/19 10/3/19 11/5/19 12/6/19	FREE Mileage: \$34.66/pp each day	Ongoing Professional Development in adherence with Reading Recovery Guidelines to assure the quality of the Program and Teacher Certification.
Cecilia Isenberg	Morris Arts Cultural Arts Exchange/ Morristown, NJ	9/25/19	FREE	This is a networking conference with other neighboring school districts. Participants will be learning about programs, hear first-hand feedback about existing programs and ask questions about content and impact.
Cecilia Isenberg	Art Educators of NJ 2019 Conference/ Long Branch, NJ	10/6-7/19	\$225.00	Many vendors and hands on workshops will be available for art educators.