

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Tuesday, July 30, 2019

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 6:33 p.m., by Mrs. Linda McGovern, Board Vice 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. Roll Call:

BOARD MEMBERS PRESENT: Three (3): Mrs. Karen Walter, Mrs. Alexa Piombino, Mr. Jeffery Tobias, Mrs. Linda McGovern, VP and Mrs. Christa Smith, Board President.

BOARD MEMBERS ABSENT: Two (2): Mr. Jeffery Tobias & Mrs. Christa Smith

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

OTHERS PRESENT: 3 District Administrators & 3 Staff Members.

The Pledge of Allegiance was then held . . .

3. 6:33 PM: Workshop Session

The Board and Administration reviewed and discussed the Administrator & Supervisor’s Reports and recommendations for approval listed on the Agenda.

A. Administrators’ & Supervisors’ Monthly Reports

- | | |
|---|---|
| 1. Lincoln Principal’s Report: | Ms. Dachisen – Absent read by Mrs. Alpaugh |
| 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 |

B. Items for Discussion

1. The Board, Supt, and BA reviewed pertinent agenda items recommended for approval.
2. There was good feedback about our new Summer Film Camp taking place now.

4. September 24, 2019 Facilities Bond Referendum II Status #4

- A. 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.
- B. A Public Forum Date was briefly discussed. (Tuesday, Sept 10, recommended)

5. Public Comment No. 1 on Agenda Items Only

- A. There was none at this time.

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

- A. Legislative Report – Mallory’s Law, Alysia’s Law, Mileage reimbursement now 35 cents.
- B. Upcoming Events – National Night Out, Aug 6.
- C. Special Reports
 - HIB Self-evaluation grades & commentary from the 2018-19 school year.
 - School Safety Data System (SSDS) January 1- June 30, 2019.
 - Motion to accept the HIB self-evaluation & SSDS reports as presented:
Moved by Mrs. Piombino, Seconded by Mrs. Walter, All Ayes.
- D. Enrollment Report

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	-	-

7. Business Administrator/Board Secretary's Report (BA) - Mr. Stepka

- A. Correspondence sent/received since our last meeting:
- Thank you card received from Mrs. Sandy Patamia for the best wishes in her retirement.
- B. Mr. Stepka updated the Board concerning the financial status of the district for the close of the 2019-20 school year: we are solvent and the district is in fine fiscal shape.

8. 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:
- | | |
|--|---------------------------------------|
| <u>June 18, 2019</u> | <u>June 25, 2019</u> |
| Regular Monthly Meeting, includes Workshop
Executive Session I & II | Special Meeting and Executive Session |

9. 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 I; June 19 to 30: | \$643,674.59 |
| Bills & Claims List II, July 1 to July 30: | \$630,563.89 |
- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfer Report for the month of May 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 May 2019.
- I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of May 31, 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 May 2019.

10. Personnel

- A. Be it resolved, based upon the recommendation of the Supt, to approve the attached list of Staff Member Professional Development/Travel Expenditure requests.
- B. Be it resolved, based upon the recommendation of the Supt, approve a salary guide movement request from **Samantha Selikoff**, Technology Teacher at TJ, for the successful attainment of her Master's Degree, from the BA + 30 Guide, Step 11 @ \$56,250, to the MA Guide, Step 11 @ \$58,350, effective September 1, 2019.
- C. 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
Assistant Director of the Musical	Jenny Barbosa & Katelyn Sloane (shared stipend $\frac{2}{3}$ & $\frac{1}{3}$ respectively)
Director of Musical/Drama Productions	Helen Love
Jazz Band Director	Helen Love
Odyssey of the Mind	OPEN

- D. Be it resolved, based upon the recommendation of the Supt, to approve Rebecca **Vlacich** as a Reading Specialist teacher at Thomas Jefferson school beginning September 1, 2019 through June 30, 2020. Mrs. Vlacich will be paid on Guide MA, Step18, at an annual salary rate of \$72,000, 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.
- E. Be it resolved, based upon the recommendation of the Supt, to approve **Patricia Carroll** as a Third Grade Maternity Leave Replacement Teacher at Lincoln School beginning September 1, 2019 through June 30, 2020. Mrs. Carroll will be paid on Guide BA, Step 1, at an annual salary rate of \$50,625, 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 **Ria Balli** as an IT intern for the 2019-2020 school year.
- G. Be is resolved, based upon the recommendation of the Supt, to regretfully accept the resignation of **Erika Donker**, floating substitute, effective September 1, 2019.

11. 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 Health Source Group, Inc. of Hicksville, NY to provide substitute nurses (RN & LPN) as needed, in accordance with their contract; with RNs @ \$54/hr., LPNs @ \$42/hr., CNAs @ \$25/hr. and TAs @ \$25/hr., for the 2019-20 school year.
- C. Be it resolved, based upon the recommendation of the Supt. and the Child Study Team to approve the replacement of a broken iPad mini 4 for student #145 at the cost of \$379 as stated in the student's IEP.
- D. Be it resolved, based upon the recommendation of the Supt, to approve an out-of-district special education tuition contract & other related necessary services (IEP driven) with the Wharton Board of Education, of Wharton, NJ for special education student #290, beginning for the ESY term beginning June 24th to July 19th for a total cost of \$6,446.
- E. Be it resolved, based upon the recommendation of the Supt and the BA, to enter into a student transportation subscription agreement with the parents of student #258 for the 2019-20 school year for them to subscribe for \$370 for the school year.
- F. Be it resolved, based upon the recommendation of the Supt and the BA, to approve a Child Study Team request to provide round trip transportation for students #168 and #108 to Camp Hope Summer Program, beginning August 5 to August 16, 2019, and student #128 to Camp Hope Summer Program, also beginning August 5 to August 9, 2019 as indicated in the all students' IEPs.
- G. Be it resolved, based upon the recommendation of the Supt. and the BA, to approve the following incoming students for In-District program placement for the 2019-2020 school year:

Student #	Placement	Tuition	Aide	Dates
247 (Dover)	Lincoln MD	\$32,575	\$17,915	9/3/19-6/30/20
284 (Dover)	Lincoln PALS	\$41,890	\$17,915	9/3/19-6/30/20
177 (Dover)	Lincoln MD	\$32,575	\$17,915	9/3/19-6/30/20

- H. Be it resolved, based upon the recommendation of the Supt. and the BA, to approve the following Out-of-District student placements for 2019-20 school year:

Student #	School	Tuition	Dates	Transportation
191	Windsor	\$320 per day	9/4/19-6/30/20	ESC
145	Allegro	\$530 per day	7/8/19-6/19/20	Sussex Co-Op
197	West bridge	\$420.88 per day	7/8/19-6/30/20	Sussex Co-Op
290	Wharton PreK	\$75 per half day	7/1/19-6/30/20	N/A
311	Horizon CPNJ	\$403.17 per day	7/1/19-6/30/20	Sussex Co-op

- I. Be it resolved, based upon the recommendation of the Supt. and the BA, to approve a contract with Jump Ahead Pediatrics, of Jersey City, NJ, to perform special education student Speech Therapy services, for 2 days a week, at an hourly rate of \$65.50, and to perform special education student evaluations and reevaluations, on an as needed basis, for \$150 per, effective September 1 to June 30, 2019.

12. Building & Grounds/Technology

- A. Be it resolved, based upon the recommendation of the BA, to **correct** last month's resolution to award a contract to Wolfington Body Company, Inc. of Mount Holly, NJ, to furnish 2 (two) new 2020 Chevrolet Mid Bus 29 Passenger DRW Gas School Buses with 3-Point Seat Belts, and 17 built-in child seats on each bus, for an additional \$2,940 each, for a total price of **\$73,075.40** for each van, for a grand total purchase of \$146,150.80, by utilizing ESCNJ Co-Op Bid 18/19-37, and charged to the 2019-20 School Budget as budgeted by the administration and approved by the Board.
(These vans will be fitted with Rosco Brand Front & Rear Exterior Camera systems to comply with Abigail's law.)
- B. Be it resolved, based upon the recommendation of the Supt, to authorize the BA to either sell or otherwise dispose of School Bus Van Number 2 (VIN#1GBJG31U131161303) and School Bus Van Number 3 (VIN#1GBJG31UX61244037) in accordance with Policy #7300, due to the receipt and delivery of two brand new 29 passenger school vans and because these two vans are at their end of their law abiding lives (meaning they have aged-out according to the state: 12 years old is too old) and cannot be used to transport students anymore.
- C. Be it resolved, based upon the recommendation of the Supt & BA, to approve a renewal application to the State DOE for the "Use of Temporary Instructional Space" at Lincoln school for the 2019-20 school year: a temporary exterior trailer, and authorize the Administration to work with the county Superintendent's office to conduct a site visit, if necessary.
- D. Be it resolved, based upon the recommendation of the Superintendent, to approve a renewal "Application for Change of Use of Educational Space" application to the State DOE for the reconfigured use of the Computer Lab in the Lincoln Elementary school to Office & Small Group Instruction (SGI) for the 2019-20 school year.
- E. Be it resolved, based upon the recommendation of the Supt & BA, to approve an "Application for Dual Use of Educational Space" application to the State DOE for the reconfigured use of the Library/Media Center at Thomas Jefferson to include space for a MakerSpace for the 2019-20 school year.
- F. Be it resolved, based upon the recommendation of the Supt & BA, to approve an "Application for Dual Use of Educational Space" application to the State DOE for the reconfigured use of the MakerSpace (Old Computer Lab) at Thomas Jefferson to include space for the OT Speech Program and Small Group Instruction (SGI) for the 2019-20 school year.

G. Be it resolved, based upon the recommendation of the BA, to award a contract with The Gillespie Group, of Dayton, NJ, to demo, furnish and install the following flooring materials at the prices listed, by utilizing the ESC of NJ Coop Flooring Bid #65MCESCCPS / ESCNJ #14/15-64:

TJ: New Maker Space: Armstrong VCT	\$2,577.50
TJ: Library: Mohawk Carpet Tiles	\$3,794.16
White House: 2nd floor stair hallway	\$931.04

H. Be it resolved, based upon the recommendation of the BA, to award a contract with Dancker, Inc., of Somerville, NJ, to deliver, furnish & install new TJ Library & MakerSpace furniture, by utilizing NJ State Contract Number A81639, in the total amount of \$9,378.79 as per their quote dated June 26, 2019.

13. Policy

- A. Be it resolved, based upon the recommendation of the Supt, to approve the **Title I District Parental Involvement Policy** for the 2019-20 school year.
- B. Be it resolved, based upon the recommendation of the Supt, to approve the **Bus Evacuation Drill Logs** for Lincoln Elementary and Thomas Jefferson Schools for both the Andrea Drive runs.
- C. Be it resolved, based upon the recommendation of the Supt, to approve the **District Mentoring Plan** for the 2019-20 school year.
- D. Be it resolved, based upon the recommendation of the Supt, to approve **Jaime Argenziano as the District Mentoring Coordinator** for the 2019-20 school year.
- E. Be it resolved, based upon the recommendation of the Supt, to approve the **District Professional Development Plan** for the 2019-20 school year that outline the following district goals for the 2019-20 school year:
 - Integrate Social Emotional learning and programming into instruction and the curriculum for all grades preschool through 8th.
 - Use technology and digital means to effectively increase and improve communication with students, parents and stakeholders as well as among staff.
 - Apply for Future Ready status in both Lincoln and Thomas Jefferson Schools while preparing all district students to be digital learners.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve the following persons to be named to the Lincoln School Improvement Panel (SciP) for the 2019-20 school year.

Committee Member	Position/Title
Jamie Argenziano	Supervisor of Curriculum & Instruction
Milissa Dachisen	Principal
Jerelyn Hurley	District ESL Teacher
Nicole McCarter	Intervention Teacher

G. Be it resolved, based upon the recommendation of the Superintendent, to approve the following persons to be named to the Thomas Jefferson School Improvement Panel (SciP) for the 2019-20 school year.

Committee Member	Position/Title
Jamie Argenziano	Supervisor of Curriculum & Instruction
Janet Dobbs	Special Education Teacher
Cindy O'Brien	Language Arts Teacher
David Waxman	Principal

H. Be it resolved, to approve the **FIRST** reading 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	Absent	-	-
Mrs. McGovern	Aye	-	-
Mrs. Smith	Absent	-	-

All Resolutions & Recommendations carried.

14. Any New Business

A. To be discussed by the Board in August:

- a. Update and final report on the progress of the 2018-19 Board Goals.
- b. Update and final report on the progress of the 2018-19 District Goals.
- c. Discussion & Adoption of the new 2019-20 Board Goals.

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

There was none at this time.

16. Next Regularly Scheduled Meeting

Tuesday, August 27, 2019 in the TJ Cafeteria:

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

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

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

17. Motion to Adjourn: 7:33 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	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDE NTS	REASON FOR TRIP
4-8	Abrams	7/19/19	9:30/11:00	Missy's Main Street Cafe	5	3	Free	Reinforce ESY student attendance and boost appropriate money transactions in the community.
4-8	Abrams	8/2/19	9:45/11:30	Castle Cove Mini Golf	27	8	\$9.00	End of ESY celebration/reward for ESY participation

Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Michael Klein & Wm. Stepka	Northern Regional Facilities Training/ MKHS	8/15/19	FREE	Cefm, Ceu's
Linda Savercool	28th Annual NJAAP School Health Conference/ Somerset, NJ	10/16/19	\$175.00 Mileage: 23.84	To give additional evidence based tools and/or strategies to utilize in the pediatric setting.
Jennifer Marsh	IMSE Comprehensive, Rockaway, NJ	10/7-11/19	\$1,175.00	Orton-Gillingham methodology training to strengthen the WIN intervention instruction.
Timothy Yobs	Energy Management Morristown, NJ	8/7/19	\$258.00	New trends in energy conservation and management.
Susan Tully	School Support Network	9/25/19 10/16/19 11/13/19 12/11/19 1/15/20 2/12/20 3/18/20 4/22/20 5/20/20	\$0.00	The SSN meetings are very helpful for me as we discuss school culture and climate, SEL, and there are different professional presenters at each meeting.