

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Monday, September 23, 2019

(Rescheduled from Sept 24)

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 6:33 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 (arrived 7:05 pm) 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: 4 District Administrators, 2 Staff Members & 1 member of the public.

The Pledge of Allegiance was then held . . .

3. 6:30 PM: Workshop Session

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

A. Administrator & Supervisor Monthly Reports:

- | | |
|--|---------------------------------------|
| 1. Lincoln Principal's Report: | Ms. Dachisen – Drop off Lane |
| 2. Thomas Jefferson Principal's Report: | Mr. Waxman – New Maker Space |
| 3. Curriculum & Instruction Supervisor's Report: | Mrs. Argenziano- Renaissance |
| 4. Building & Grounds Supervisor's Report: | Mr. Klein – Update |
| (Mrs. McGovern arrives at 7:05 pm) | |
| 5. Technology Supervisor's Report: | Mr. Reyes – Absent Read by Mr. Stepka |

B. Items for Discussion

1. Nothing further was presented.

4. 7:15 PM: Adjourn Workshop Session and enter Executive Session

Be it Resolved, that the Board enter into Executive Session (Private) for the purposes of a pending legal matter; the nature of which will be made public when the need for confidentiality no longer exists.

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

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

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

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

- A. Mr. Tobias, Ref Advisory Committee Chair, provided a brief update.
- 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. Feedback/Summary from Public Forum & BTS Nights. Well attended: 50 people attended.
- D. Important Election Deadlines:
 - a. September 23, Monday: Last day to "Vote in Person" at the County Clerk's Office.
 - b. 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 - Alysia’s Law/Mallory’s Law/County Reunification Plan
- B. Upcoming Events – Referendum II Vote tomorrow!
- C. Special Report - Presentation of HIB Self-evaluation
- D. Enrollment Report

Grade Level & School	Students June 30, 2019	Students Sept 20, 2019	Diff	Sections (Classes)	Avg Class Size
Preschool - Lincoln	27	25	-2	2	13
Kindergarten - Lincoln	62	59	-3	3	20
Grade 1 - Lincoln	46	60	14	3	20
Grade 2 - Lincoln	62	46	-16	3	15
Grade 3 - Lincoln	54	62	8	3	21
Total Lincoln School:	251	252	1	14	18
Grade 4 - TJ	51	52	1	3	17
Grade 5 - TJ	50	53	3	3	18
Grade 6 - TJ	72	52	-20	3	17
Grade 7 - TJ	69	71	2	3	24
Grade 8 - TJ	67	69	2	3	23
Total Thomas Jefferson:	309	297	-12	15	20
Special Ed Out-of-District:	5	5	0	-	-
Resident Students:	565	554	-11	29	19
Charter/Choice Schs Out:	5	6	1	-	-
Spec. Ed Tuition Incoming:	4	6	2	-	-
Total Students:	574	566	-8	-	-

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

- A. Correspondence sent/received since our last meeting:
 - 1. None received.
- B. Other items of update and/or importance for the Board . . .
 - 1. Nothing at this time.

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:
 - 1. August 27: Workshop & Regular, and Executive Session
 - 2. September 10: Special Meeting: Ref II Public Forum (no action taken)

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: Aug 28 to Sept 23: \$766,765.82

- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfer Report for the months of July & August 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 July 2019.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of July 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 July 2019.
- E. Be it resolved, based upon the recommendation of the BA, to renew the district's participation in Educational Services Commission of Morris County, in cooperation with Educational Data Services, Inc., bulk bid for educational supplies: general classroom, athletic, custodial, audio/visual, computer/office, fine art, home econ., library, health, physical ed., science and technology items, for a cost of \$2,650 for the 2019-20 school year.

- F. Be it resolved, based upon the recommendation of the BA, to approve final budgetary transfers for June of 2019 from and to the following accounts to reclassify two purchases and transfer fund to cover the reclassifications as reviewed and recommended by the District Auditor:

From: 11-000-261-610	To: 11-000-262-610	\$370
From: 12-000-400-390	To: 12-000-400-450	\$14,820

- G. Be it resolved, based upon the recommendation of the BA, to correct the following monthly rates for the following Horizon employee dental plan for the time frames indicated:

DOP: 7/1/19 to 6/30/21 (2 fiscal years) at a 2% monthly rate renewal increase:

Single: \$38.02, H/W: \$84.16, P/C: \$82.31, Family: \$132.23

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 Superintendent, to approve a paid medical leave of absence request for **Dianne Hamman**, a paraprofessional at Lincoln School, effective Thursday October 10, with an estimated return date of Thursday, January 2, 2020. She will utilize banked sick days.
- C. Be it resolved, based upon the recommendation of the Superintendent, to approve a paid medical leave of absence request for **Karen Fitzgerald**, a Bus/Lunchroom/Playground aide, at Lincoln School, effective Monday October 7, with an estimated return date of Monday October 21, 2019. She will utilize banked sick days.

- D. Be it resolved, based upon the recommendation of the Superintendent, to approve the following medical leave of absence request, related to a physician's certified personal disability (pregnancy), for Mrs. **Jennifer Giraldo**, PALS teacher at Lincoln school:
1. Paid Disability Leave of Absence, utilizing 28 earned & banked sick days, to begin on or about January 2, 2020 and to end on or about February 10, 2020, and then an
 2. Unpaid NJ Family Leave of Absence, for child rearing purposes, to begin or about February 11, 2020 and to end on or about May 8, 2020, and then a
 3. Maternity Leave of Absence, Without Pay (in accordance with CBA Article XIII, A.5.) to begin on or about May 11, 2020 through June 30, 2020.
 4. Mrs. Giraldo does intend to return to her post for the beginning of the 2020-21 school year.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve **Maryann Medore** as a "Buddy" for **Patricia Carroll**, at a rate of \$275.00, for the 2019-20 school year.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Heather Moriano**, Kindergarten teacher at Lincoln, for the successful attainment of advanced graduate credits, from the BA Guide (Step 8 - \$53,280), to the BA+30 Guide (Step 8 - \$55,380), retroactive to September 1, 2019.
- G. Be it resolved, based upon the recommendation of the Superintendent, to approve **Anthony VanSaders** as a substitute custodian at an hourly rate of \$12.00 effective September 23, 2019 to June 30, 2020.

13. Curriculum & Instruction/Students

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Student Field Trip requests.
- B. Be it resolved, based upon the recommendation of the Superintendent, to approve the acceptance of incoming tuition student #313, from Mine Hill public schools, to attend the 10-month MD Lincoln program for a base tuition rate of \$32,575 and an additional cost of \$8,895 for a shared aide, for a total tuition fee of \$41,470 for the 2019-20 school year.
- C. Be it resolved, based upon the recommendation of the Superintendent, to renew the educational services tuition contract with the State of NJ, Department of Children and Families, for student #197, in which the state will reimburse the district 100% of all educational tuition and transportation costs, for the 2019-20 school year.

D. Be it resolved, based upon the recommendation of the Superintendent, to approve the following staff members to the **Lincoln School Safety/Climate Team** for the 2019-20 school year:

Milissa Dachisen	Lincoln School Principal
Denise Jacobus	Lincoln School Nurse
Michael Jones	PE teacher
Mary Leslie	Preschool teacher
Sharon Lowry	Parent
Maryann Medore	2nd grade teacher
Diane Rounsaville	District Media Specialist
Christine Savini	Special Education teacher
Susan Tully	Lincoln School Guidance Counselor
Mihaela Tuluca	2nd grade teacher
Dorothea Yobs	1st grade teacher

E. Be it resolved, based upon the recommendation of the Superintendent, to approve the following staff members to the **Thomas Jefferson School Safety/Climate Team** for the 2019-20 school year:

Selena Abate	Parent
Alexa Barbone	Guidance Counselor
Lauren Bogart	Physical Education Teacher
Cathy Forte	5th Grade Math Teacher
Michael Onischuk	Physical Education Teacher
Linda Savercool	Thomas Jefferson School Nurse
David Waxman	Thomas Jefferson School Principal
Antonia Zangara	Special Education Teacher

- F. Be it resolved, based upon the recommendation of the Superintendent, to approve the following staff members to the **District Crisis Team** for the 2019-20 school year:

Phyllis Alpaugh	Superintendent
Alexa Barbone	Thomas Jefferson Guidance Counselor
Milissa Dachisen	Lincoln School Principal
Denise Jacobus	Lincoln School Nurse
Linda Savercool	Thomas Jefferson School Nurse
Susan Tully	Lincoln School Guidance Counselor
David Waxman	Thomas Jefferson School Principal

14. Building & Grounds/Technology

- A. Be it resolved, based upon the recommendation of the Supt & BA, to approve the participation of the district to become a member of the Hunterdon County Educational Services Commission Cooperative Pricing System for the ability to purchase goods & services at bulk bid prices, and to pay a commission fee of 4% (no cost to join), as/if needed, for the 2019-20 school year.

15. Policy

- A. Be it resolved, based upon the recommendation of the Superintendent to approve the Rockaway Borough Schools Self-Assessment and Grades under the Anti-Bullying Bill of Rights Act Report for the 2018-19 school year.
- B. Be it resolved, based upon the recommendation of the Superintendent to approve **Phyllis Alpaugh as the District Wellness Committee Policy Coordinator** and the following individuals to the **District Wellness Committee (DWC)** for the 2019-20 school year.

Phyllis Alpaugh	Superintendent/DWP Coordinator
Milissa Dachisen	Lincoln School Principal
Ginger Hopley	Food Service Representative
Kerri Iapicca	Lincoln School parent
Denise Jacobus	Lincoln School Nurse
Michael Jones	Lincoln School PE Teacher
Rob O'Connor	Thomas Jefferson parent
Michael Onischuk	Thomas Jefferson School PE Teacher
Billie Perna	Lincoln School student
Linda Savercool	Thomas Jefferson School Nurse
Justice Truesdale	Thomas Jefferson student
David Waxman	Thomas Jefferson School Principal

- C. Be it resolved, to approve the ***FIRST*** reading of the following new and updated policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	1642	Earned Sick Leave Law	Mandated/New
R	1642	Earned Sick Leave Law	Mandated/New
P	3159	Teaching Staff Member/School District Reporting Responsibilities	Mandated/Revised
P	3218	Use, Possession or Distribution of Substances	Mandated/Revised
R	3218	Use, Possession or Distribution of Substances	Mandated/Revised
P	4218	Use, Possession or Distribution of Substances	Mandated/Revised
R	4218	Use, Possession or Distribution of Substances	Mandated/Revised
P	4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing	Mandated/Revised
P	5517	School District Issued Student Identification Cards	New
P	6112	Reimbursement of Federal and Other Grant Expenditures	Mandated/Revised
R	6112	Reimbursement of Federal and Other Grant Expenditures	Mandated/Revised
P	7440	School District Security (Includes Alyssa's Law)	Mandated/Revised
R	7440	School District Security (Includes Alyssa's Law)	Mandated/Revised
P	8507	Breakfast Offer Versus Serve (OVS)	Mandated/New
P	8508	Lunch Offer Versus Serve (OVS)	Mandated/New
P	8600	Student Transportation	Mandated/Revised
R	8600	Student Transportation	Recommended/Revised
P	8630	Bus Driver/Bus Aide Responsibility	Mandated/Revised
R	8630	Emergency School Bus Procedures	Mandated/Revised
P	8670	Transportation of Special Needs Students	Mandated/Revised
P	9210	Parent Organizations	Recommended/New
P	9400	Media Relations	Recommended/New

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

Motion By: Mrs. McGovern		Seconded By: Mrs. Piombino	
<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. Recommended to reschedule the November 26th Regular Meeting up closer one week to Tuesday, November 19, same time & location, due to parent/teacher conferences.

Moved:

Seconded:

Voice Vote:

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

Mr. Graff asked how many students are dropped off in the morning at Lincoln.

18. Spotlight on RAMS--Highlights from this Summer’s Inaugural Film Making Camp

Teacher Samantha Selikoff showed the Board a student produced video clip of the student motivational speaker Mr. Steven Bollard and shared how the Summer Film Camp went and what they are working on now.

19. Next Regularly Scheduled Meeting:

Tuesday, October 15, 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: TOMORROW, TUESDAY, SEPT 24, 6 AM TO 8 PM,
Rockaway Assembly of God Church, EAST MAIN STREET**

20. Motion to Adjourn: 8:16 pm

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

Moved by: Mrs. McGovern 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 Approval Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENTS	REASON FOR TRIP
2	Tuluca Jozwiak Medore	10/16/19 10/17/19 10/18/19	9:15-10:30am	Rockaway Borough Historical Museum	46	6	\$0	To enhance the Social Studies curriculum for grade 2- communities and how they change
PALS/MD	Zangara Smith Giraldo	10/15/19	8:45-11:00am	Ort Farm	20	14	\$7	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college & career readiness.

Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Alexa Barbone	ASCA Fall Conference Edison, NJ	10/3-4/19	\$159 Mileage	Keynote speaker focuses on Legal/Ethical issues for school counselors
Alexa Barbone	Legal One HIB Law Update/ Mahwah, NJ	12/9/19	\$139 Mileage	HIB laws are constantly changing and it is essential to be updated. (mandated)
Alexa Barbone	Legal One- Writing Mahwah, NJ	12/10/19	\$150 Mileage	Writing HIB reports is an essential role of the ABS.
Antonia Zangara	Handle with Care Vineland, NJ	10/10/19	\$450 Mileage	Recertification of HWC to create and maintain a safe environment by learning de-escalation techniques and PRT's.
Phyllis Alpaugh	The Leaders Guide to Comprehensive SEL Implementation New Providence, NJ	12/5/19	\$185 Mileage	Conference will help support the implementation of SEL which is an improved district goal for 2019-2020 school year.
Phyllis Alpaugh	Managing Educator/Student Relationships/ Brookdale College, Middletown, NJ	10/2/19	\$42 Mileage	Symposium will provide increased awareness to this sensitive subject as well as provide tools to assist when dealing with staff.
David Waxman	Pequannock Tech Summit Pequannock, NJ	10/11/19	\$50 Mileage	Technology conference centered around future ready workshops focused on educational technology.
Jamie Argenziano	Pequannock Tech Summit Pequannock, NJ	10/11/19	\$50 Mileage	This summit offers over 35 workshops on the latest technology applications in education to enhance student learning.
Jamie Argenziano	A Leader's Guide to Comprehensive Social Emotional Learning/ New Providence, NJ	12/5/19	\$185 Mileage	The integration of SEL into our curriculum and our school culture is a district goal. This workshop will help us learn the procedures for creating and implementing an infrastructure in a school to guide and manage positive change through SEL integration.
Michael Onischuk	GMCJSCA Yearly Meeting/Randolph & Denville, NJ	1/8/20 4/15/20	FREE	Scheduling for all athletics throughout the year; participate as an active member of the GMCJSCA
Samantha Selikoff Monica Fleming Diane Rounsaville	Pequannock Tech Summit Pequannock, NJ	10/11/19	\$50/PP Mileage	Technology conference centered around future ready workshops focused on educational technology.

Samantha Selikoff	Applied Digital Skills with Google/ NY, NY	9/25/19	FREE	Attending workshop to help improve my ed tech role and see what other tools I can bring back for students.
Nicole McCarter Cecelia Isenberg Milissa Dachisen	Pequannock Tech Summit Pequannock, NJ	10/11/19	\$50/PP Mileage	This summit offers over 35 workshops on the latest technology applications in education to enhance student learning.
Nicole McCarter Christine Savini	Develop Growth Mindset in Mathematics to increase Student Perseverance, Engagement & Success/West Orange, NJ	12/10/19	\$279/PP Mileage	Learn strategies for building a growth mindset in your mathematics students. Help students embrace the mistakes they make and turn them into powerful learning.
Brianna Jozwiak Aileen Schumacher Sarah Orr	NJ First through Third Grade Implementation Guidelines FEA Conference Center/ Monroe Twp. NJ	10/8/19 1/24/20 3/4/20	FREE Mileage	To learn more about best practices that are developmentally appropriate in ELA, Math and Science for Grades 1-3
Diane Rounsaville Nicole McCarter	Makerspace: Creating Motivating Engaging workspaces for your library West Orange, NJ	12/10/19	\$279 Mileage	Enhance Library Curriculum