

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Tuesday, October 15, 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 6:32 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 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 Five (5): Mrs. Karen Walter, Mrs. Alexa Piombino (arrives 7:10 pm), Mr. Jeffery Tobias (leaves 7:26 pm), Mrs. Linda McGovern, VP, and Mrs. Christa Smith, Board President.

BOARD MEMBERS ABSENT: Mr. Tobias leaves meeting at 7:26 pm, before Regular Mtg.

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

OTHERS PRESENT: 4 District Administrators, 3 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 recommendations for approval listed on the Agenda.

A. Administrator & Supervisor Monthly Reports:

- | | |
|--|----------------------|
| 1. Lincoln Principal's Report: | Ms. Dachisen |
| 2. Thomas Jefferson Principal's Report: | Mr. Waxman |
| (Mrs. Piombino arrives at 7:10 pm) | |
| 3. Curriculum & Instruction Supervisor's Report: | Read by Mrs. Alpaugh |
| 4. Building & Grounds Supervisor's Report: | Mr. Klein |
| 5. Technology Supervisor's Report: | Mr. Reyes |

B. Items for Discussion

1. Review of pertinent agenda items recommended for approval.
(Mr. Tobias leaves at 7:26 pm)

4. 7:31 PM: Motion to Adjourn Workshop Session and enter Executive Session

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of an update of a legal matter; 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, and could be even before then.

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

5. 8:05 PM: Motion to 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 Vote: Outcome

- Voter Tally:** Question #1: YES: 649 NO: 442 Approved by 207 votes
- Voter Turnout:** Out of 4,552 registered voters, 1,091 votes were cast for a total participation rate of 23.9% of registered voters.
- Next Steps** Sell/issue bonds of 12.5M in December or January (to get cash to fund the projects), then prepare the bid specifications with architect and put the bids "on the street" for 10 or more calendar days, open bids in March of 2020, award bids in April and break ground/start the projects the day after school is finished in June (currently Friday, June 19), so the first day of contractor work will be Monday, June 22, 2020 (unless unused snow days back that date up).
- FA NW Financials** opinion of maybe using the Morris County Improvement Authority option to issue bonds through them (utilizing their credit rating which is excellent, as we have none due to no debt ever issued and it would cost up to \$14,000 to get a bond rating company - Moody's/Standard & Poors - to rate us.).
- Update** on Architect/Admin Meeting #1, held on Tuesday, October 8, 2019.
- Discussed** engaging the services of an attorney specializing in school construction contracts administration.

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

- A. Legislative Report: Regionalization/Consolidation/Lead Testing/Alyssia’s Law
- B. Upcoming Events
- C. Special Report --**NJSLA Presentation 2018-19**

Be it resolved, to approve and accept the NJSLA Presentation and Test Score Results for the 2018-19 School year as presented.

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

D. Enrollment Report

Grade Level & School	Students June 30, 2019	Students Sept 30, 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	48	-14	3	16
Grade 3 - Lincoln	54	62	8	3	21
Total Lincoln School:	251	254	3	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	6	1	-	-
Resident Students:	565	557	-8	29	19
Charter/Choice Schs Out:	5	6	1	-	-
Spec. Ed Tuition Incoming:	4	6	2	-	-
Total Students:	574	569	-5	-	-

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

- A. Correspondence: Sent(S)/Received(R) since our last meeting:
 - 1. R: Morris County Clerk: Stmt of Results of Referendum II Vote.
 - 2. S: Rockaway Borough Council Thank you for the use of sign.
- B. Other items of update and/or importance for the Board . . .
 - 1. None at this time.

9. 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. September 23; Workshop, Regular and Executive Sessions.

10. 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: Sept 24 to October 15: | \$565,332.44 |
|---|--------------|

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

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

- E. Be it resolved, based upon the recommendation of the BA, to discuss the 2020-21 School Budget Development Process and acknowledge receipt of the Budget Calendar.

- F. Be it resolved, based upon the recommendation of the BA and auditor, to liquidate (cancel) the following accounting items pertaining to the Lincoln School Student Activities Account: void check number 1359 for \$1,160; as it was declared lost and a replacement ck was issued (for the Bronx Zoo trip, last year); a dit (deposit-in-transit) of a refund of a non-sufficient funds (NSF-bank charge) for bounced check deposit charges of \$64 (cumulative) from the 2016-17 school year, and another dit (NSF-bank charge) refund for another bounced check deposit charge of \$29 from May 10, 2018, effective immediately.

- G. Be it resolved, based upon the recommendation of the BA, to liquidate (cancel) a \$1.36 charge in the Agency Account, due to 3 bank errors in paying checks that date back to the 2013-14 school year and stale check number 3570 in the amount of \$13.35 dated 4/21/16 which was never cashed.

- H. Be it resolved, based upon the recommendation of the BA, to liquidate (cancel) a -\$1.73 charge in the Net Payroll Account, due to 7 bank errors in paying checks that date back to the 2013-14 school year.

11. 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 medical leave of absence for **Daniela Bubba**, a paraprofessional at Lincoln School, effective Monday November 4, with an estimated return date of Monday November 16, 2019. She will utilize nine (9) sick days and take the rest of the days unpaid.
- C. Be it resolved, based upon the recommendation of the Superintendent, to approve the following teachers as facilitators for the Title I Before/After School Instructional/homework help as well as the before school Reading Recovery program at a rate of \$43.94 per session for the 2019-20 school year:

“Ready Set Go”--Lincoln AM Program	Courtney Conway, Nicole McCarter, Aileen Schumacher
“Reading Recovery”	Jennifer Marsh
“Beyond the Bell”--Lincoln PM Program	Maryann Medore, Christine Savini, Dodi Yobs
“Beyond the Bell”--TJ PM Program	Kim Blackadar, Joseph Corbo, Heather DeGrose, Janet Dobbs, Daniele Ferrone, Cindy O’Brien, Jenna Schreck, Kristen Scimeca

- D. Be it resolved, based upon the recommendation of the Superintendent, to correct the June 18th minutes, which was the appointment of the “Jazz Band Directors” stipend that is to be shared between Cynthia O’Brien and Daniele Ferrone, to share the “National Junior Honor Society” stipend (and duties associated with it) instead.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve an employment contract for **Maria DelValle** as a district custodian beginning on or about October 21, 2019 through June 30, 2020. Ms. DelValle will be placed on Step C-4 of the custodial guide at an annual salary rate of \$36,590.00. (to be prorated from hire date).

12. 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 use of Rockaway Borough owned ball fields as an alternate location to hold home extracurricular sport games & practices, if needed, when our own fields are being utilized (at the same time) for the 2019-20 school year.

13. Building & Grounds/Technology

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

14. Policy

A. Be it resolved, to approve the **SECOND reading & ADOPTION** 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. 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	Aye	-	-

All resolutions & recommendations carried.

15. New Business

- A. Reviewed a draft of the proposed 2020-21 School Calendar.
- B. Mrs. Alpaugh asked the Board members if they wanted to be present during the November Parent/Teacher Conferences in the hallway to meet parents.

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

- A. Resident (& Parent) Mr. Graff stated that he liked the proposed 20-21 school calendar.

17. Next Regularly Scheduled Meeting:

Tuesday, November 19, 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: TO BEGIN Between 7:30 & 8:00 pm

(In public, formal action will be taken.)

18. Motion to Adjourn: 8:50 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

Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Cecilia Isenberg	Art as a Tool for Social & Emotional Learning/ Museum of Modern Art, NYC	1/5/19	\$75.00 \$30 NJ Transit	K-12 teachers will be learning about an exciting new initiative exploring how MoMA's collection and teaching methodology can support students' social emotional learning.
Samantha Selikoff	NJ Computer Science Summit/ New Brunswick, NJ	11/1/19	FREE	Learn more about the resources and grants for computer science and contribute my ideas as a K-12 teacher.
Samantha Selikoff	Google Summit/ NYC	10/18/19	FREE	Learn more about CS First, Be kind, and integrating Google Applied skills across the curriculum.
Elizabeth Blake	Responsive Classroom- Special Area Teacher/NY,NY	12/6/19	\$229 Mileage	Classroom management for teachers who visit all classes responsive classroom is a social emotional approach to teaching and discipline.
Milissa Dachisen	McKinney Vento Training for Homeless Liaisons in Morris Public Safety Training/ Parsippany, NJ	10/31/19	FREE	Required training as the district's homeless liaison.
Nicole DiLizia Sandy Gancarcik	Supporting Students with Learning Disabilities/College of NJ/Ewing, NJ	11/15/19	\$175/pp	This workshop will help create graphic representations of student progress overtime to enhance student success and improve collaboration and communication among teachers and families.
Marianne Kopetz	Teach Rock Workshop/Concert- Beacon Theatre, NYC	11/6/19	FREE Toll & parking \$45-\$50	Engage educators with Teach Rock.org curriculum through music to inspire students.
Laurie McGill	Dr. Severns Spec Ed Lesson Design, Sparta HS, Sparta NJ	11/18/19	\$149 And mileage reimb	To receive training using data specific to Special Ed students for individual lesson plan design.
Samatha Selikoff	Photo Plus – Jacob Javitz Center, New York City	10/24/19 PM	Free And mileage & toll reimb.	To learn more about Film Making to grow our program.

Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENTS	REASON FOR TRIP
7th/8th ELA Plus	Leahey O'Brien	11/13/19	9:15am 12:15pm	Morris Hills High School	50	3	\$0	Students will have an opportunity to view the high school's fall production, which will lead to a cross-curricular focus between Social Studies and ELA on both the dramatic elements and the justice system.
7th & 8th	Love Sloane	11/13/19	12:15pm 2:30pm	Morris Hills High School	25	1-2	\$0	TJ theater students will attend an open dress rehearsal of the MHHS Fall Drama production. A theater workshop will follow.
6th-8th	Love Kopetz	5/28/20	8:00am 9:00pm	High Note Festival/ Dorney Park- Allentown, PA	50	50	\$48.00	Students will perform in an ensemble which will be evaluated with positive taped comments by experienced adjudicators. The amusement park is both an incentive and a reward for

ROCKAWAY BOROUGH BOARD OF EDUCATION

MINUTES

OCTOBER 15, 2019

								participation.
8th	Bogart Onischuk	4/20/20	8:30am 2:30pm	MHRD Health Fair Morris Knolls HS/ Denville	15	2	FREE	Health articulation and for students to present 8th grade projects and learn about all areas of wellness.
6th-8th	Bogart Onischuk	5/13/20	8:30am 2:30pm	MHRD Quadrathlon/ Morris Knolls HS/Denville	26	2	FREE	PE articulation and for students to showcase physical fitness skills.
Select 7th & 8th	Love	1/9/20	9:00am 2:15pm	Instrumental Music Day/ Morris Hills HS	25	1	FREE	TJ students will get the experience of meeting, working and playing with other band students from the sending district, as well as getting familiar with the program and opportunities offered to them in the High School years.
7th & 8th	Kopetz	10/18/19	8:45-2:00	District Music Day/ Morris Hills HS	20	1	FREE	Students will participate in District Music Day
MD/APE	Onischuk	10/25/19	9:45-1:30	Rockaway Lanes/M&S II Pizza Rockaway	10	9	FREE	APE students earned their exercise incentive; give students an opportunity to try a sport in a new setting.
8	O'Brien	10/31/19	9:00-2:00	Pax Amicus Theatre/ Mt. Olive, NJ	69	6	\$18	To give students the opportunity to watch a live performance of literature being studied.
8	Isenberg	11/21/19	8:00 from MKHS	Visual Arts Center/ Summit NJ	10	1	\$11	Interactive team building trip meant to create some bonding and enthusiasm for the HS art programs with tours and hands on workshop.
5-8	Mr. Corbo	11/2/19	7:30a-6:00p	Branchburg Middle School	Up to 10	2	Free	To watch the Rubric's Cube Tournament and have some students participate