

Rockaway Borough Board of Education

REGULAR MEETING AGENDA

Tuesday, September 22, 2020: 6:30 PM

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

AND Zoom Meeting:

Join: <https://us02web.zoom.us/j/88143785028?pwd=UUhWektJWEZVYkhwellkS2hRQ2tTQT09> Meeting ID: 881 4378 5028 Passcode: 2CpTZn

PLEASE NOTE: The Board will meet in-person in the Cafeteria at TJ, however, due to COVID-19 “social distancing” protocols, **seating will be limited to the first 24 audience members**. Therefore, viewing this meeting via ZOOM is recommended as the best method.

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 will be called to order at approximately 6:30 p.m., by Mrs. Christa Smith, 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 place thereof advertised in The Citizen newspaper, posted on our website and at town hall. Official Board actions will be taken at this meeting.”

2. Board Member Roll Call:

Mrs. Linda McGovern, VP

Elected 2017 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2020)

Mrs. Alexis Piombino

Elected 2018 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2021)

Mrs. Christa Smith, President

Elected 2019 Board Member to 7th Term (Full 3-year term runs to Dec. 31, 2022)

Mr. Jeffrey Tobias

Elected 2017 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2020)

Mrs. Karen Walter

Elected 2018 Board Member to 1st Term (Full 3-year term runs to Dec. 31, 2021)

Mrs. Phyllis Alpaugh, Superintendent of Schools

Appointed 2017 Chief School Administrator & Non-Voting Board Member (CSA/Supt)

Mr. William Stepka, SBA/Bd. Sec.

Appointed 2017 School District Business Administrator (BA) & Secretary of the Board

Mr. Stepka Declares: a Board Quorum or All Present

“Now, please join us for the Pledge of Allegiance . . .”

3. Workshop/Agenda Review Session

The Board will review the monthly Principal & Supervisor reports and then review and discuss recommendations for approval listed on the Agenda, plus any other item(s) brought before it for consideration.

- | | |
|--|--|
| <p>A. <u>Principals' & Supervisors' Monthly Reports:</u></p> <ol style="list-style-type: none"> 1. Lincoln Principal's Report: 2. Thomas Jefferson Principal's Report: 3. Curriculum & Instruction Supervisor's Report: 4. Building & Grounds Supervisor's Report: 5. Technology Supervisor's Report: <p>B. <u>Other Items for Review & Discussion:</u></p> <ol style="list-style-type: none"> 1. Agenda resolutions & recommendations for approval. 2. November 3, 2020 School Board Member Election update: Candidates on Ballot. | <p><u>Presented By:</u></p> <p>Ms. Dachisen</p> <p>Mr. Waxman</p> <p>Mrs. Argenziano</p> <p>Mr. Klein</p> <p>Mr. Reyes</p> |
|--|--|

4. Motion to Adjourn Workshop Session and Enter Exec Session

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing: legal matters pertaining to a construction contract now in effect, 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 or earlier.

Moved by:

Seconded by:

Voice Vote:

Motion to Adjourn Exec Session:

Moved by:

Seconded by:

Voice Vote:

5. Public Comment No. 1 on Agenda Items ONLY

- A. Please refer to rules governing comments under: Public Comment #2.

***Please be respectful of the Board, Administration, Staff, Students,
and all other Audience Members in attendance. Thank you.***

PLEASE STATE YOUR NAME & ADDRESS, THANK YOU!

6. Facilities Renovation Referendum II: Status Update #13

A. Ref Milestones:

- 1) **October 2, 2018:** Referendum I Fails overwhelmingly with 3 separate questions totaling \$19M.
- 2) **Sept 24, 2019:** Referendum II Passes 1Q at \$12.5M: YES: 649 NO: 442, Approved by 207 votes.
- 3) **Oct/Nov/Dec 2019:**
 - a) "Arch/Admin Team" formed: Supt, BA, Sup of B&G, B&G Asst, and Architects, and will meet at least monthly throughout the entire schedule, and more if/as needed. All Board members are ad-hoc members and invited to attend as desired, with no more than two (2) attending at any one time. The Board also reserves the ongoing right to request all participants involved in the referendum to attend night Board meetings, when deemed necessary and appropriate by the Board and/or the Supt & BA.
 - b) BA & Financial Advisors consult to establish optimum time & method to market bonds.
 - c) Architect to conduct school field site surveys, soil borings, test pits, utility mark outs, and related work to confirm details of projects to be undertaken.
 - d) Board approves the services of Construction Attorney, at an hourly rate, to be utilized as needed.
 - e) Board approves "Reimbursement Resolution" to pay for upcoming "soft costs" before Bonds are sold.
- 4) **Dec/Jan/Feb 2020:**
 - a) Architect, in conjunction with A-Team, to prepare the bid specifications.
 - b) Final review of Architect's Bid Documents/Packets conducted by Board's Construction Attorney & BA. Applied to and received Local Finance Board approval for issuance of school district debt (Jan 8)
 - c) BA to advertise the bids "on the street" for at least 10 calendar days.
 - d) Roof Bids Advertised Fri, Jan 10, 2020.
 - e) Lavs & TJ Vestibule Bids Advertised Fri, Jan 17, 2020.
 - f) Contractor Walk thru meetings; Wed, Jan 22, 2 & 3 pm for Roof & Lav/Vestibule Bids.
 - g) BA formally received, publicly opened, and read aloud all bid prices by each contractor who submitted bids on Thursday, February 13, Open Roof Bids (11a) & Lav/Vestibule Bids (11:30a).
 - h) Bond Sale took place on Wednesday, February 19, 2020; all bonds sold within hours.
 - i) BA informed the Department of Education of debt service payments required for the 2020-21 school year and beyond to secure state funding dollars as previously agreed to. Debt service payments begin approximately 6 months after closing on the sale and will continue for 20 years, to be paid to MCIA on November 1 and May 1 of every year going forward for 20 years.
 - j) Board awarded Roofing & Lavs/Vestibule Contracts at Feb 25th meeting.
 - k) BA secures "builders' risk" insurance policy for Board for Roof & Lava Vestibule Contracts.
 - l) Lincoln Heating System & Unit Vent (HVAC) Project moved to summer of 2021.
- 5) **March/April 2020:**
 - a) Bond Sale Closed on March 11, 2020. District received \$12,480,000 in cash (full amount approved by voters, all bond closing costs paid by "premium" paid for bonds by investors - approx \$175K).
 - b) BA to transfer idle funds into allowable investment programs to maximize interest yield.
 - c) Lincoln New Addition/Fire Escape Bid advertised Friday, March 20.
 - d) Lincoln New Addition/Fire Escape Pre-Bid Meeting with contractors: Wednesday, April 1 @ 3:30pm.
- 6) **April/May 2020:**
 - a) Lincoln Interior Improv. & Asbestos Abatement Bid Advertisement: Friday, April 24.
 - b) Lincoln Interior Improv. & Asbestos Abatement Pre-Bid Meeting: Tue, April 28 @ 3:30pm.
 - c) Lincoln Addition/Fire Escape Bid Opening: Wed, April 29 @ 11am, Board Office.
 - d) Lincoln HVAC Asbestos Abatement Bid Opening: Tue, May 19 @ 11am, Board Office.

7) May/June 2020:

- a) Award contract for Lincoln New Addition/Fire Escape: Wed, May 6 BOE Meeting.
- b) Award contract for Lincoln Interior Improvements/Asbestos Abatement: Tue, June 2 Special BOE Meeting.

8) Summer of 2020:

- a) Projects to be undertaken:
 - i) Lincoln School: Asbestos abatement for unit vents, replacement of exterior fire escape, gym ceiling replacement & gym rooftop unit ventilator, new roof, new classroom floor tiles & ceiling tiles & cafeteria ceiling repair & abatement, and new interior LED lighting, plaster repair.
 - ii) Lincoln Addition: Move trailer, begin construction of 3 classroom addition with a new main office (to be cordoned off and will continue throughout the upcoming 20-21 school year).
 - iii) Thomas Jefferson: Renovate existing restrooms for boys, girls and staff, install new security vestibule in the main entrance, replace selected roofs.

9) Winter 2020/Spring 2021:

- a) Repeat all Bid Specifications, advertisement, review and award procedures as stated above for remaining projects to be done in the summer of 2021. (Milestones 4, 5, and 6).
- b) BA to increase "Builders Risk" insurance plan coverage as driven by awarded contract costs.

10) Summer of 2021:

- a) Projects to be undertaken:
 - i) Lincoln School: Demo, remove & install new boilers, pumps, piping, classroom unit ventilators, restroom renovations, an electrical panel upgrade, IT closet moved.
 - ii) Lincoln Addition: August 1, 2021 Completion of 3 new classroom additions including new main office and security vestibule; furnish & occupy during the month of August to be ready for the 1st day of school & final removal of trailers after 14 years!
 - iii) Thomas Jefferson: Demo, remove & install new boilers, pumps, piping (removal of asbestos as needed), classroom unit ventilators, hot water heater replacement, electrical panel upgrade, cafeteria & gym rooftop unit ventilator replacement, copper piping replacement, and asbestos tile removal & install new VCT.

11) August 31, 2021:

- a) Physical completion of ALL Projects and then, during the fall, the Architect completes "punch list items" and contractors are issued final payments. 9/1/21: Lincoln Addition Opening Ceremonies!
- b) Fall of 2021: final projects punch lists completed and final contractor payments by 11/15/21.

B. Update on latest Referendum Items being worked on:

1. Roofs at both buildings: 100% complete.
 - A. TJ 4th Roof Flashing & Front Vestibule have been painted to match the new flashing color. It looks very nice & uniform. (NOT paid by referendum dollars.)
2. TJ Front Security Vestibule: 100% complete.
3. TJ B&G Restrooms: 100% complete.
4. Lincoln Addition: slab laid and job progressing nicely, inspector approved.
5. Lincoln Fire Escape replacement: rescheduled for replacement next summer.
6. Lincoln Interior Improvements: At this time, students are anticipated to return to the building, on the hybrid AB instructional schedule, beginning on Monday, October 5.

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

- A. Legislative Report: November 3, Election Day Gov's Executive Order.
 B. Upcoming Events:
 C. Special Reports:
 D. Enrollment Report:

Grade Level & School	Students June 30, 2019	Students Sept 15, 2020	Diff	Sections (Classes)	Average Class Size
Preschool - Lincoln	26	14	-12	2	7
Kindergarten - Lincoln	63	52	-11	3	17
Grade 1 - Lincoln	58	64	6	3	21
Grade 2 - Lincoln	45	57	12	3	19
Grade 3 - Lincoln	62	45	-17	3	15
Total Lincoln School:	254	232	-22	14	16
Grade 4 - TJ	53	61	8	3	20
Grade 5 - TJ	53	52	-1	3	17
Grade 6 - TJ	51	52	1	3	17
Grade 7 - TJ	74	52	-22	3	17
Grade 8 - TJ	69	68	-1	3	23
Total Thomas Jefferson:	300	285	-15	15	19
Special Ed Out-of-District:	3	3	0	-	-
Resident Students:	557	520	-37	29	17
Charter/Choice Schs Out:	5	5	0	-	-
Spec. Ed Tuition Incoming:	3	3	0	-	-
Total Students:	565	528	-37	-	-

8. District Business Admin./Board Secretary's Report (BA) - Mr. Stepka

- A. Board Correspondence: Received(R)/Sent(S) since our last meeting:
1. (R) Borough of Rockaway Historical Committee, thanks for donation.
 2. Financial Status Updates
 - a. State aid for 2020-21.
 - b. 2019-20 Audit is happening now.

9. Finance/Budget

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:

1. Bills & Claims List: September 2 to 22: \$196,562.82

B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Board Secretary's Financial Report for the month of July 2020.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of July 31, 2020, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a). William Stepka, RSBA- Business Administrator/Board Secretary

C. Be it resolved, based upon the recommendation of the BA, to approve and accept the Treasurer of School Monies Financial Report for the month of July 2020.

10. Referendum Action Items

A. Be it resolved, based upon the recommendations of the BA, to approve the following "Progress Payments" to the following contractors for work completed for the Referendum Projects, a copy of which is on file in the Business Administrator's Office:

- | | | |
|--------------------|--------------------------|--------------------------------|
| 1. APS Contracting | Lincoln Addition Ap. #3: | \$82,358.00 (Bal: \$2,251,858) |
| 2. Academy Const. | TJ Lavs/Security Ap. #4: | \$195,117.94 (Bal: \$35,446) |

11. Personnel

A. Be it resolved, based upon the recommendation of the Supt, to approve the attached list of Staff Member **Professional Development Workshops & Travel Expenditure Requests** 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. (If listed at the end of agenda.)

B. Be it resolved, based upon the recommendation of the Superintendent, to approve **Jacqueline Gurgone** as the Maternity Leave Replacement Guidance Counselor at Thomas Jefferson School beginning on or about October 19, 2020 through June 30, 2021. Ms. Gurgone will be placed on Step MA-1 at an annual salary rate of \$55,875, (to be prorated from start date) for the remainder of the 2020-2021 school year, pending Criminal History 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 Superintendent, to approve **Kimberly McGreevy** as a paraprofessional at Thomas Jefferson School, effective on or about September 22, 2020 through June 30, 2021, at an hourly rate of \$15.00, pending Office of Student Protection review background checks by P.L. 1986 C.116 and Sexual Misconduct/Child Abuse disclosure required by P.L. 2018, C.5.

- D. Be it resolved, based upon the recommendation of the Superintendent, to approve **Michelle Civello** as a paraprofessional at Lincoln School, effective on or about September 22, 2020 through June 30, 2021, at an hourly rate of \$15.00, pending Office of Student Protection review background checks 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 Superintendent, to approve **Jason Kenyon** as a substitute teacher for the 2020-2021 school year at a rate of \$90 for the first 10 days and \$95.00 per day thereafter.
- F. Be it resolved, based upon the recommendation of the Superintendent, to accept the resignation of Ms. **Marissa Castro**, Lunchroom/Playground Aide at Lincoln School, effective October 14, 2020, in accordance with the employment contract, and effective Sept 18, work on Wednesdays & Fridays (2 days per week instead of 5) until her resignation date.

12. Curriculum & Instruction/Students

- A. Be it resolved, based upon the recommendation of the Supt, to approve the following staff members to the **Lincoln School Safety/Climate Team** for the 2020-21 school year:

Milissa Dachisen	Lincoln School Principal
Katelyn DeSantis	Guidance Counselor
Denise Jacobus	Lincoln School Nurse
Michael Jones	PE teacher
Mary Leslie	Preschool teacher
Maryann Medore	2nd grade teacher
Allynn Szotak	3rd grade teacher
Mihaela Tuluca	2nd grade teacher
Anita West	Parent
Dorothea Yobs	1st grade teacher

- B. 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 2020-21 school year:

Lauren Bogart	Physical Education Teacher
Alexa Centanni	Guidance Counselor
Moncia Fleming	5th Grade Math Teacher
Kerri Iapicca	Parent
Linda Savercool	Thomas Jefferson School Nurse
David Waxman	Thomas Jefferson School Principal

C. Be it resolved, based upon the recommendation of the Superintendent, to approve the following staff members to the **District Crisis Team** for the 2020-21 school year:

Phyllis Alpaugh	Superintendent
Alexa Centanni/ Jacqueline Gurgone	Thomas Jefferson Guidance Counselor
Milissa Dachisen	Lincoln School Principal
Denise Jacobus	Lincoln School Nurse
Linda Savercool	Thomas Jefferson School Nurse
Katelyn De Santis/ Susan Tully	Lincoln School Guidance Counselor
David Waxman	Thomas Jefferson School Principal

D. Be it resolved, based upon the recommendation of the Supt & BA, to purchase 5 (five) new TEQ 65" 4K "SmartBoards" for Lincoln School, from CDW-G of Vernon Hills, IL, in the amount of \$19,900 (\$3,980 each) by utilizing State Contract Sourcewell 081419-CDW Tech, and as per their quote LQJZ888 dated September 11, 2020.

13. Building & Grounds/Technology

A. There is nothing at this time.

14. Policy

A. There is nothing at this time.

15. Consent Agenda

A. Move and Vote on all Agenda Resolutions & Recommendations in One Motion:

<u>Roll Call Vote:</u>	<u>Moved & Seconded By:</u>	<u>Yeas</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Absent</u>
Mrs. McGovern:					
Mrs. Piombino:					
Mr. Tobias:					
Mrs. Walter:					
Mrs. Smith:					

Mr. Stepka declares all Resolutions & Recommendations are hereby _____.

16. Old Business

- A. Board Goals for the 2020-21 School Year.

17. New Business

- A. There is none at this time.

18. Public Comment No. 2 (Agenda & Non-Agenda Items to be Heard)

Please be respectful of the Board, Administration, Staff, Students, and all other Audience Members in attendance.

Public participation shall be governed by Policy #0167:

- A.** All participants must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;
- B.** In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to not less than three minutes' duration;
- C.** No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
- D.** All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member; The presiding officer may: Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy; Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory; Request any person to leave the meeting when that person does not observe reasonable decorum; Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting; Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.
- E.** Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comment in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.
- F.** District staff members may make a statement, except for when the issue(s) or question(s) to be inquired about is subject to the administrative chain of command: ALL staff members shall address their concern/issue to their immediate Supervisor, Principal, the Business Administrator, or the Superintendent. Routine administrative/management questions/matters shall not be brought before the Board.

*Please be respectful of the Board, Administration, Students, Staff,
and all other Audience Members in attendance. Thank you.*

PLEASE STATE YOUR NAME & ADDRESS, THANK YOU!

19. Next Regularly Scheduled Meeting:

1. Tuesday, October 13 - 6:30 PM

20. Motion to Enter Executive Session:

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing a personnel matter pertaining to an exempt staff member, the nature of which will be made public when the need for confidentiality no longer exists.

THE BOARD ANTICIPATES TO BE IN EXECUTIVE SESSION FOR APPROXIMATELY 45 MINUTES. BOARD ACTION WILL NOT BE TAKEN AFTER THIS EXECUTIVE SESSION CONCLUDES.

Moved by:

Seconded by:

Voice Vote:

21. Motion to Adjourn Executive Session and the Meeting.

Moved by:

Seconded by:

Voice Vote:

Professional Development/Travel Expenditure Approval Requests:

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	JUSTIFICATION FOR THE TRIP
Susanne Loneragan	Reading Recovery Continuing Contact Session	9/25/20	\$0 Virtual	Attending continuing contact sessions are required to ensure the integrity of the Reading Recovery Program and keep us updated with the latest in literacy instruction for our students.
Antonia Zangara	Handle with Care	10/7/20	\$450	Re-certification instructor training for verbal de-escalation training and physical restraint training.