

# Rockaway Borough Board of Education

## REGULAR MEETING MINUTES

Tuesday, October 17, 2023, 7:30 PM

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

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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.*

### Executive Session I: 6:34-7:30 pm

Be it Resolved, that the Board enters into Executive Session (Private) to discuss exempt matters pertaining to personnel and negotiations with the Rockaway Borough Education Association, the nature of which will be made public only when the need for confidentiality no longer exists.

<u>Motion to Enter:</u>	<b>Moved by: Mrs. Walter</b>	<b>Seconded by: Mr. Riveccio</b>	<b>Voice Vote: All Ayes</b>
<u>Motion to Adjourn:</u>	<b>Moved by: Mrs. Walter</b>	<b>Seconded by: Mr. Riveccio</b>	<b>Voice Vote: All Ayes</b>

## 1. Call to Order: 7:30 PM

*The public portion of this meeting will be called to order at approximately 7:30 p.m., by Mr. Tobias, 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 location advertised in The Citizen Newspaper on January 11, 2023; posted on our website and at town hall. Official action will be taken."

## 2. Board Member Roll Call:

**Mr. Brian Riveccio - Present**

*Elected 2022 to 1st term (3-year seat to Dec. 31, 2025)*

**Mr. Edward Graf - Present**

*Appointed October 2022 to fulfill an unexpired term (to Dec. 31, 2023)*

**Dr. Alexis Piombino – Present, Arrived 7:52 pm**

*Elected 2021 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2024)*

**Mrs. Karen Walter, VP - Present**

*Elected 2021 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2024)*

**Mr. Jeffrey Tobias, President - Present**

*Elected 2020 to 2<sup>nd</sup> consecutive term (3-year seat to Dec. 31, 2023)*

**Mr. Anthony Grieco, Superintendent – Present**

*Appointed July 2021 Chief School Administrator & Non-Voting Board Member (CSA/Supt)*

**Mr. William Stepka, SBA/Board Secretary - Present**

*Appointed Nov 2017 Business Administrator, Secretary of the Board & Non-Voting Board Member (BA)*

**Also present were: 1 administrator, 4 staff members and 1 pta officer.**

***The pledge of allegiance to the United States of America was then held.***

### 3. Reports & Updates:

#### A. Board Committees for 2023: (Chairs in **BOLD**)

1. Curriculum/Special Education: **Mr. Graf & Dr. Piombino** – *will have a november mtg.*
2. Safety/Security: **Mrs. Walter & Mr. Riveccio** - none
3. Athletic/Activities: **Mr. Riveccio & Mr. Tobias** - none
4. Finance/Facilities: **Mr. Graf & Mr. Tobias** – none
5. Technology: **Mrs. Walter & Mr. Graf** - none
6. Negotiations (Ad Hoc): **Mrs. Walter & Mr. Tobias (Co-Chairs)** *Negotiations with RBEA have begun.*

#### B. Superintendent's Report: Mr. Grieco

1. District Update – Scheduling Committee will be resurrected. (Dr. Piombino arrives @ 7:52 pm)
2. Spring 2023 Statewide Assessment Results- Presentation  
Mr. Grieco presented our students' statewide results for the Spring of 2023 testing.

#### C. Board Secretary's/Business Administrator's Report: Mr. Stepka

1. Board Correspondence: *Received (R) or Sent (S) since our last meeting:*  
A. None since the last meeting.
2. Financial Status Updates:  
A. Preparing for the annual financial audit for the 22-23 fiscal year.
3. Board of Education Election: Tuesday, November 7, 2023:  
A. Petitions filed for 2 three-year seats (Jan 2024 to Dec 2026):  
Mr. Edward Graf & Ms. Jennifer Dahl

#### D. Administration Monthly Reports:

- |  | <u>Submitted by:</u> |
|--|----------------------|
| 1. Lincoln Principal's Report:                     | Mrs. Skomial         |
| 2. Thomas Jefferson Principal's Report:            | Mr. Samuels          |
| 3. Curr., Inst., and Assessment Director's Report: | Mrs. Argenziano      |
| 4. Building & Grounds Supervisor's Report:         | Mr. Klein            |
| 5. Technology Supervisor's Report:                 | Mr. Reyes            |

#### E. Review of Agenda Items Recommended for Approval

Mr. Riveccio asked about the duties of the "Teacher-In-Charge" and "Dean of Students" positions; Mr. Grieco replied.

### 4. Public Comment No. 1:

1. On agenda items only – there was none at this time.
2. The required "public hearing" on Mr. Stepka's amended 22-23 employment contract.  
Mr. Tobias opened the floor for comments from the public, none were offered,  
And Mr. Tobias then closed the floor for comments.

**5. Enrollment & Staffing Report:**

Grade Level & School	Students June 30, 2023	Students October 13, 2023	Difference from June 23	Sections (Classes)	Avg. Class Size	Certificated Staff - Teachers	Non-Certificated Staff - Aides & Other
Preschool - Lincoln AM/PM & Full Day	30	24	-6	2	12	1	8
Kindergarten - Lincoln	58	62	+4	3	21	3	3
Grade 1 - Lincoln	67	58	-9	3	19	3	3
Grade 2 - Lincoln	59	69	+10	3	23	3	2
Grade 3 - Lincoln	67	62	-5	3	20	3	2
<b>Other Staff:</b> (Principal 1, Specials 8, Aides 5, PE 1, Guid 1, Nurse 1, Sec 1, Cust 2.5, Caf 7)	-	-	-	-	-	12	15.5
<b>Total Lincoln School:</b>	<b>281</b>	<b>275</b>	<b>-6</b>	<b>14</b>	<b>20</b>	<b>25</b>	<b>33.5</b>
Grade 4 - TJ	55	63	+8	3	21	3	-
Grade 5 - TJ	42	57	+15	3	19	3	-
Grade 6 - TJ	61	42	-19	3	14	3	-
Grade 7 - TJ	55	61	+6	3	20	3	-
Grade 8 - TJ	61	56	-5	3	19	3	-
<b>Other Staff:</b> (Principal 1, Specials 16, Aides 9, PE 2, Guid 1, Nurse 1, Sec 2, Cust 2.5, Caf 9)	-	-	-	-	-	21	22.5
<b>Total Thomas Jefferson:</b>	<b>274</b>	<b>279</b>	<b>+5</b>	<b>15</b>	<b>19</b>	<b>36</b>	<b>22.5</b>
<b>Shared Staff:</b> (Other Certificated Teachers 4.5, & Part-Time Nurses 2)	-	-	-	-	-	4.5	2
<b>Administrative:</b> (Supt, BA, CIA, CST 1, Sec 4, Maint 2, Bus Drivers 2, Bus Aides 2)	-	-	-	-	-	3	11
Special Ed Out-of-District:	2	3	+1	-	-	-	-
<b>Resident Students:</b>	<b>557</b>	<b>557</b>	<b>0</b>	<b>29</b>	<b>18.5</b>	-	-
Charter/Choice Schs Out:	2	1	-1	-	-	-	-
Spec. Ed Tuition Incoming:	5	4	-1	-	-	-	-
<b>Total Students (548)/ Staff (137.5) Ratio: 4/1</b>	<b>564</b>	<b>562</b>	<b>-2</b>	<b>-</b>	<b>-</b>	<b>68.5</b>	<b>69</b>

## 6. Meeting Minutes

- A. Be it resolved to approve and accept the following meeting minutes:
1. September 26th, 2023 Regular Meeting & Executive Session.

## 7. Finance

- A. Be it resolved to approve the manifest of Payrolls and Bills & Claims List, which is on file in the Business Administrator's Office:
1. Bills, Claims, and Payrolls List: September 27 to October 17, 2023: \$400,885.74
- B. Be it resolved to approve and accept the Budgetary Transfers Report for the month of June.
- C. Be it resolved to approve and accept the Board Secretary's Financial Reports for the month of June.
- I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of June 30, 2023, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a). William Stepka, RSBA- Business Administrator/Board Secretary*
- D. Be it resolved to approve a contract with Ben Shaffer Recreation, Inc., of Lake Hopatcong, NJ, to repair the Lincoln playground poured-in-place surface, for \$7,500 by utilizing NJCAP Coop Bergen County Bid-21-24 #11-BECCP, based on their quote dated October 3, 2023.

## 8. Personnel

- A. Be it resolved, based on the recommendation of the Superintendent, 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., and listed at the end of this agenda.
- B. Be it resolved, based on the recommendation of the Superintendent, to approve the amended 2022-23 employment contract with **William Stepka**, School Business Administrator & Board Secretary, which now include the duties of school treasurer, as reviewed and approved by the Morris County Executive Superintendent in accordance with applicable state laws, codes, and regulations.
- C. Be it resolved, based on the recommendation of the Superintendent, to approve the 2023-24 employment contract with **William Stepka**, Business Administrator & Board Secretary, as reviewed and approved by the Morris County Executive Superintendent in accordance with applicable state laws, codes, and regulations.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve **Alex McBride** as a part-time IT technician, at a rate of \$15.00 per hour, not to exceed 25 hours per week for the 2023-2024 school year, then \$15.13 per hour effective January 1, 2024 due to the increase in the state's minimum hourly wage amount.

- E. Be it resolved, based on the recommendation of the Superintendent, to take from the table approve the following Extra Curricular advisors for the 2023-2024 school year:

Club / Sport	Advisor	Stipend
Dean of Students - TJ	Michael Onischuk	\$1,050
Teacher in Charge - TJ	Monica Fleming	\$841
Teacher in Charge - Lincoln	Michael Jones	\$841

- F. Be it resolved, based on the recommendation of the Superintendent, to confirm/approve an UPDATED leave of absence for the following personnel:

Staff #	Location	Position	From	To
#596	Thomas Jefferson	Secretary	10/16/23 (Sick/Personal-10/16/23-10/30/23) (FMLA- 10/31/23-1/27/24) (Unpaid-1/28/24-4/7/24) (Will claim NJFLI)	4/8/24

- G. Be it resolved, based on the recommendation of the Superintendent, to approve an employment contract for **Wendy Chandler**, Accounts Payable Coordinator, at an annual salary rate of \$61,860 for the 2023-24 school year.
- H. Be it resolved, based on the recommendation of the Superintendent, to approve **Patricia Fitzgerald** as a substitute school bus/van driver at an hourly rate of \$25.00 for the 2023-24 school year.
- I. Be it resolved, based on the recommendation of the Superintendent, to approve a new position for **Helena Holmes**, as the ESL Teacher/Multilingual Coordinator, effective August 30, 2023, through June 30, 2024. Mrs. Holmes will be placed on Guide/Step MA-14 at an annual salary rate of \$82,250. Mrs. Holmes has already successfully completed all background checks since she is a current employee.
- J. Be it resolved, based on the recommendations of the Superintendent and BA, to authorize administration to adjust any employee's employment contract and payroll for anyone who is affected, to reflect the **state's new minimum hourly wage amount of \$15.13**, effective January 1, 2024.
- K. Be it resolved, based on the recommendation of the Superintendent to approve additional instructional class periods for **Monica Fleming** at an amount of \$51.68 per additional instructional period, for the 2023/2024 school year, to be paid via timesheet.
- L. Be it resolved, based on the recommendation of the Superintendent, to correct a typo on the May 5, 2023 agenda which listed the renewal contract for **Marlene Beckman** as MA-13 \$74,450, the correct listing is BA-13 \$74,450. The employee was always paid the correct salary and the employment contract was also correct as originally written.

## 9. Curriculum, Instruction & Assessment

- A. Be it resolved to approve the Student Field Trip requests as listed at the end of this agenda.

**10. Technology and Buildings & Grounds**

- A. There are none at this time.

**11. Policy**

- A. Be it resolved, based on the recommendation of the Superintendent, to confirm and approve a name change for the following advisor/stipend position: "Connect Four & Checkers Club" to be changed and referred to as "Table Top Games."

**12. Consent Agenda**

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

<u>Roll Call Vote:</u>	<u>Moved &amp; Seconded By:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Not Present</u>
Mr. Riviuccio:		Aye	Nay*		
*Mr. Graf:		Aye			
Dr. Piombino:		Aye		Abstain^	
Mrs. Walter, VP:		Aye			
Mr. Tobias, President:		Aye			

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\*to Dean of Students, ^to 9/26/23 minutes

**13. New Business**

- A. There was none at this time.

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

- A. Mrs. Weber, a parent and HSA member, asked about progress reports for Lincoln. Mr. Grieco responded positively.

**15. Next Regularly Scheduled Meeting:**

- A. **Tuesday, November 14, 2023**

The public portion of the Meeting will begin at 7:30 pm in the Cafeteria of TJ Middle School.

**16. Executive Session II: 8:35 pm to 9:10 pm**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing: negotiations, the nature of which will be made public only when the need for confidentiality no longer exists.

**THE BOARD ANTICIPATES BEING IN THE EXECUTIVE SESSION FOR APPROXIMATELY 30 MINUTES.**

**BOARD ACTION WILL NOT BE TAKEN AFTER THIS SESSION CONCLUDES.**

Motion to Enter: Moved by: Mrs. Walter Seconded by: Dr. Piombino Voice Vote: All Ayes  
Motion to Adjourn: Moved by: Mrs. Walter Seconded by: Dr. Piombino Voice Vote: All Ayes

**17. Motion to Adjourn the Meeting: 9:10 pm**

With no further business before the Board, the meeting was adjourned at 9:10 pm.

Moved by: Mrs. Walther Seconded by: Dr. 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 Requests:***

<b><i>Staff Member</i></b>	<b><i>Workshop Title/Dest.</i></b>	<b><i>Dates</i></b>	<b><i>Reg &amp; Fees</i></b>	<b><i>Justification for the Trip</i></b>
William Stepka Ed Graf (Bd Member) Brian Rivieccio (Bd Member) Jamie Argenziano Alyssa Bellafonte	NJ School Boards' Association Workshop 2023. Atlantic City, NJ	10/23-26/2023	\$2,200 Group Registration, \$79 per night per room, mileage & toll reimbursement	To stay up-to-date on all facets of the operation of a public school district. Including, but not limited to: legal updates (NJSA 18A & NJAC Title 6, plus precedent setting case law) new department of education mandates, student learning innovations, financial ramifications of new/proposed laws, all geared to increase district operations efficiency and quality of instruction.
Bryanna Dennison	LO: Section 504 Explained, Spec. Ed. Litigation Certificate/ Monroe Twp, NJ	10/19/23	\$150 Fee:Mileage \$55.46	I am the 504 coordinator and this will help me with that job.
Bryanna Dennison	Legal One: Addressing Student Mental Health Issues/ Online	11/28/23	\$150	Will help me as a school counselor address the needs of mental health issues and the safety and well being of others.
Samantha Selikoff	NJECC Coach Member Meetings/Montclair State University	11/17/23 1/19/24 4/14/24 5/17/24	Included in annual membership	I learned many new tips and tricks at the September meeting and am eager to continue to network with the group and bring back more resources.
Samantha Selikoff	Hands on CS Devices/ Montclair State University	2/1/24	Free	The PD will allow me to learn more about Microbits as well as bring some back for students to use.
Alyssa Bellafonte	Maximizing your Effectiveness as Instructional Coach / Online	1/25/24 1/26/24	\$595	New instructional coach position.
Nicole McCarter	Strengthening Your Title I Program	11/1/23 11/2/23	\$595	BSI/WIN is Funded by Title I. I am always looking to improve/enhance the program at Lincoln School.
Briana Rigas	Addressing Student Mental Health Issues	11/28/23	\$150	This workshop will review key legal requirements under state and federal law for addressing students who are dealing with mental health issues.

***Student Field Trip Requests:***

<b><i>GRADE</i></b>	<b><i>TEACHERS</i></b>	<b><i>DATE</i></b>	<b><i>TIME: DEPART/ RETURN</i></b>	<b><i>DESTINATION</i></b>	<b><i># of Pupils</i></b>	<b><i># OF ADULTS</i></b>	<b><i>COST PP</i></b>	<b><i>JUSTIFICATION FOR TRIP</i></b>
4 & 5	Samantha Selikoff	10/27/23	9:00/3:00	Legoland/Goshen, NY	125	12	\$45	This trip is to enhance the CID curriculum after having completed several design challenges.
6	Monica Fleming	11/8/23	9:00/12:00	Raptor Trust/Millington, NJ	45	5	\$15	Science/ELA
6	Monica Fleming	1/31/24	9:45/1:00	MPAC, Morristown, NJ	45	5	\$12	Language Arts

**ROCKAWAY BOROUGH BOARD OF EDUCATION**
**MINUTES**
**OCTOBER 17, 2023**

8	Ciny O'Brien	10/31/23	9:00/1:00pm	Pax Amicus Theatre/ Budd Lake NJ	56	7	\$24	To connect literature being read to a live production as a means of analyzing how well the material stays faithful or departs from the original version. R.L.8.7.
6-8	Helen Love Nicolas Bova	5/17/24	6:15am /6:15pm	High Notes Festival/Dorney Park	45	10	\$60	Students will perform in an ensemble which will be evaluated with positive recorded comments by experienced adjudicators. This experience will be the culmination of much preparation, and is a means for motivating the students to practice hard and work toward higher standards. The amusement park is both an incentive and a reward for participation.
1	Dodi Yobs Katrina Tajiddin Heather Doering	10/26/23	10:00am/1:15pm	Rockaway Borough Library	59	6	\$0	To provide students the opportunity to visit their local library, meet some of the librarians, and continue to develop a love of books and reading.
2	Brianna Jones Mihaela Tuluca Maryann Medore	10/25/23	8:45am/11:45am	Rockaway Borough Historical Museum	69	8	\$0	To enhance the 2nd grade Social Studies Curriculum and make real world connections, which follows NJ State Social Studies Standards for second grade- History, Culture, and Perspectives, 6.1.US History: America in the World: History, Culture, and Perspectives, as well as building community relationships with the Rockaway Borough Historical Society.
7	Selikoff, Perniciaro, Leahy, Carroll, Onischuck, Rzucidlo	11/29/23	9:00am/1:00pm	Top Golf/ Edison, NJ	65	10	\$35	This is a STEM focused field trip that aligns with the curriculum.