

# Rockaway Borough Board of Education

## REGULAR MEETING MINUTES

Tuesday, December 12, 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: 6:40 pm – 7:38pm

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

Motion to Enter:      **Moved by: Mr. Graf**      **Seconded by: Mrs. Walter**      **Voice Vote: All Ayes**  
Motion to Adjourn:      **Moved by: Mr. Tobias**      **Seconded by: Mr. Graf**      **Voice Vote: All Ayes**

## 1. Call to Order: 7:38 PM

*The public portion of this meeting was called to order at 7:38 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 Riviuccio - 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)*

**Vacant Seat**

*(3-year unexpired term 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)*

**Along with 2 staff members and the HSA Secretary.**

***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. Policy/Curriculum/Special Education: **Mr. Graf & Vacant**
2. Safety/Security: **Mrs. Walter & Mr. Riviuccio**
3. Athletic/Activities: **Mr. Riviuccio & Mr. Tobias**
4. Finance/Facilities: **Mr. Graf & Mr. Tobias**
5. Technology: **Mrs. Walter & Mr. Graf**
6. Negotiations (Ad Hoc): **Mrs. Walter & Mr. Tobias (Co-Chairs)**

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

1. District Update: TJ Concert/Lincoln Schedule/HAS Winter Wonderland

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

1. Board Correspondence: *Received (R) or Sent (S) since our last meeting:*
  - A. R: 5 Letters of Interest for the Vacant Board Seat.
  - B. R: Morris County Clerk 2023 Election Certification.
2. Financial Status Updates:
  - A. Review of the Budget Development Calendar
3. Board of Education Election Results: Tuesday, November 7, 2023:
  - A. Petitions filed for 2 three-year seats (Jan 2024 to Dec 2026):
    - Mr. Edward Graf - 735 votes
    - Ms. Jennifer Dahl - 767 votes
    - Write-Ins - 21
4. Board Member Vacancy & Appointment Process Update

#### D. Administration Monthly Reports:

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

#### E. Any Other Items/Comments for the Good of the Order

There was none at this time.

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

Brief review of resolutions.

### 4. Public Comment No. 1:

1. There was none at this time.

**5. Enrollment & Staffing Report:**

Grade Level & School	Students June 30, 2023	Students December 6, 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	25	-5	2	13	1	8
Kindergarten - Lincoln	58	62	+4	3	21	3	3
Grade 1 - Lincoln	67	60	-7	3	20	3	3
Grade 2 - Lincoln	59	69	+10	3	23	3	2
Grade 3 - Lincoln	67	63	-4	3	21	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><u>Total Lincoln School:</u></b>	<b><u>281</u></b>	<b><u>279</u></b>	<b><u>-2</u></b>	<b><u>14</u></b>	<b><u>20</u></b>	<b><u>25</u></b>	<b><u>33.5</u></b>
Grade 4 - TJ	55	65	+10	3	22	3	-
Grade 5 - TJ	42	57	+15	3	19	3	-
Grade 6 - TJ	61	43	-18	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><u>Total Thomas Jefferson:</u></b>	<b><u>274</u></b>	<b><u>282</u></b>	<b><u>+8</u></b>	<b><u>15</u></b>	<b><u>19</u></b>	<b><u>36</u></b>	<b><u>22.5</u></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><u>Resident Students:</u></b>	<b><u>557</u></b>	<b><u>564</u></b>	<b><u>+7</u></b>	<b><u>29</u></b>	<b><u>18.5</u></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>569</b>	<b>+5</b>	-	-	<b>68.5</b>	<b>69</b>

**6. Meeting Minutes**

- A. Be it resolved to approve and accept the following meeting minutes:
  - 1. November 14, 2023 Regular and 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: November 15 to December 12, 2023: \$1,893,121.27
- B. Be it resolved to approve and accept the Treasurer Reports for the following months; 2022: July, August, September, October, November, December; 2023: January, February, March, April, and May.

**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 confirm/approve a leave of absence for the following personnel:

Staff #	Location	Position	From	To
140	Lincoln School	Teacher	November 28, 2023 (utilizing sick days)	December 8, 2023

- C. Be it resolved, based on the recommendation of the Superintendent, to approve **Kahli Murphy** as a substitute teacher for the 2023-2024 school year.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve **Donna Hawkes** as a Leave Replacement Teacher (not eligible towards tenure) at Lincoln School beginning on November 28, 2023 through on or about December 8, 2023. Mrs. Hawkes will be paid at a daily rate of \$301.76. Mrs. Hawkes has successfully completed all required criminal background checks.
- E. Be it resolved, based upon the recommendation of the Superintendent, to transfer and approve **Josie Pulmano**, as an Instructional/Personal aide (transferred from “lunchroom aide”) at Lincoln School, to be paid based on Schedule F/Step 1 at an hourly rate of \$17.02, not to exceed 5.75 hours per day effective December 4, 2023 through June 30, 2024.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve **Kristen Marrero** as an Instructional/Personal aide at Lincoln School to be paid based on Schedule F/ Step 1 at an hourly rate of \$17.02, not to exceed 5.75 hours per day, effective January 2, 2024 through June 30, 2024, 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.

- G. Be it resolved, based on the recommendation of the Superintendent, to approve the following Extra Curricular advisor for the 2023-2024 school year:

Club/Sport	Advisor	Stipend
Assistant Softball Coach	William Rzucidlo	\$937

- H. Be it resolved, based upon the recommendation of the Superintendent, to approve the resignation of **Kathleen New**, as a lunch aide at Lincoln School effective December 22, 2023. She has requested to continue to be a “substitute bus aide” on an as needed basis at an hourly rate of \$15.13, which is also recommended.
- I. Be it resolved, based upon the recommendation of the Superintendent, to transfer and approve **Harry Baker**, as an Instructional/Personal aide (transferred from “lunchroom aide”) at Thomas Jefferson School, to be paid based on Schedule F/Step 1 at an hourly rate of \$17.02, not to exceed 5.75 hours per day effective January 2, 2024 through June 30, 2024.

**9. Curriculum, Instruction & Assessment**

- A. Be it resolved to approve the Student Field Trip requests as listed at the end of this agenda.
- B. Be it resolved, based upon the recommendation of the Superintendent, to approve a 300-hour internship (2 days per week) for **Kaila West** with Thomas Jefferson School Counselor, Bryanna Dennison. Ms. West is a graduate student at Montclair State University, working toward her Master’s Degree in school counseling. Internship to begin the week of January 15, 2024 through the week of April 29, 2024.
- C. Be it resolved to approve a student special education tuition contract agreement with the Rutgers Day School, of Piscataway, NJ, to provide special education instructional services to student number 335, at a yearly tuition rate of \$95,880, to be pro-rated from the start date of November 13, 2023 to June 30, 2024, with transportation to and from the school to be provided by the district.

**10. Technology and Buildings & Grounds**

- A. Be it resolved to approve a 5-year contract and agreement with Active Internet Technologies, dba FinalSite, Inc. (formerly known as “Blackboard Connect”), of Glastonbury, CT, to provide service, support, and access for the district’s internet website ([www.rockboro.org](http://www.rockboro.org)) effective July 1, 2024 to June 30, 2029 at a cost of: year 1: \$2,972, year 2: \$3,172, year 3: \$3,372, year 4: \$3,572, year 5: \$3,772, and by signing this 5-year deal, they will “waive” the “migration fee” of \$15,000.

**11. Policy**

- A. Be it resolved, based on the recommendation of the Superintendent, to approve the **Second Reading & Adoption** of the following new and/or updated Board Policy and/or Regulation where applicable:

<b>Policy/Regulation</b>	<b>Number</b>	<b>Title</b>	<b>Reason for Update</b>
P	0144	Board Member Orientation and Training	Revised
P	1524	School Leadership Councils	Abolished
P	2270	Religion in the Schools	Revised
P & R	2520	Instructional Supplies	Revised (Mandated)
P	3161	Examination for Cause	Revised
P & R	3212	Attendance	Revised (Mandated)
P	3217	Use of Corporal Punishment	Revised
P	3324	Right to Privacy	Revised
P & R	3432	Sick Leave	Abolished
P	4161	Examination for Cause	Revised
P & R	4212	Attendance	Revised (Mandated)
P	4217	Use of Corporal Punishment	New
P	4327	Right of Privacy	Revised
P & R	4432	Sick Leave	Abolished
P & R	5111	Eligibility of Resident-Nonresident Students	Revised (Mandated)
P & R	5116	Education of Homeless Children and Youths	Revised
P	5305	Health Services Personnel	Revised (Mandated)
P & R	5308	Student Health Records	Revised (Mandated)
P & R	5310	Health Services	Revised (Mandated)
P & R	5460.02	Bridge Year Pilot Program	Abolished (Mandated)
P	6112	Reimbursement of Federal and Other Grant Expenditures	Revised (Mandated)
R	6115.01	Federal Awards-Funds Internal Controls-Allowability of Costs	New (Mandated)
P	6115.04	Federal Funds-Duplication of Benefits	New (Mandated)
P	6311	Contracts for Goods or Services Funded by Federal Grants	Revised (Mandated)
P	6361	Relations With Vendors for Abbott Districts	Abolished
P	7440	School District Security	Revised (Mandated)
P	8500	Food Services	Revised (Mandated)
P	8540	School Nutrition Programs	Abolished (Mandated)
P	8550	Meal Charges/Outstanding Food Service Bill	Abolished (Mandated)
P	9100	Public Relations	Abolished

P	9140	Citizens Advisory Committees	Revised
R	9140	Citizens Advisory Committees	Abolished

- B. Be it resolved, based on the recommendation of the Superintendent, to approve and accept the 2022-2023 Lincoln & Thomas Jefferson Schools Self-Assessments for Determining Grades under the Anti-Bullying Bill of Rights Act.

**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>
<b>Mr. Riviuccio:</b>	<b>Moved</b>	<b>Aye</b>			
<b>Mr. Graf:</b>		<b>Aye</b>			
<b>Mrs. Walter, VP:</b>	<b>Seconded</b>	<b>Aye</b>			
<b>Mr. Tobias, President:</b>		<b>Aye</b>			

All resolutions unanimously carried: 4 0 0 0

**13. New Business/Any Other Items/Comments for the Good of the Order**

- A. Mr. Graf updated the board regarding the Morris County School Boards County dinner held last week.

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

There was none at this time.

**15. Next Regularly Scheduled Meeting:**

- A. **Annual Board Reorganizational Meeting, Thursday, January 4, 2024**

The public portion of the Meeting will begin at 6:30 pm in the Cafeteria of TJ Middle School.

**16. Executive Session II: 8:10 pm – 8:40 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: Mr. Graf      Seconded by: Mr. Riviuccio      Voice Vote: All Ayes**  
Motion to Adjourn:      **Moved by: Mrs. Walter      Seconded by: Mr. Graf      Voice Vote: All Ayes**

**17. Motion to Adjourn the Meeting: 8:40 pm**

With no further business before the Board, the meeting was hereby adjourned at 8:40 pm.

**Moved by: Mrs. Walter      Seconded by: Mr. Graf      Voice Vote: All Ayes**

Respectfully submitted,  
 Mr. William Stepka, RSBA  
 Secretary of the Board of Education/Business Administrator

**Professional Development/Travel Expenditure Requests:**

<b>Staff Member</b>	<b>Workshop Title/Dest.</b>	<b>Dates</b>	<b>Reg &amp; Fees</b>	<b>Justification for the Trip</b>
Denise Jacobus	Enhance Effective Medical Emergency Teams at School Sites/Virtual	1/16/24	\$395	This will help our district better respond to school medical emergencies, including Asthma, Anaphylaxis, Diabetes, and Seizures.
Timothy Yobs Michael Klein	Asbestos O & M Refresher	12/8/23	\$140/pp	Required for recertification.
Samantha Selikoff	State-wide AI Summit/ Northern Valley High School	12/11/23	Free	AI is always changing and I want to keep up to date with the current AI tools to bring them back to Rockboro.
Laura Esposito	Articulation / MHHS	1/11/24 or 1/12/24	Free	This is an articulation with our ESL peers at MH to improve our program at Thomas Jefferson School
Lauren Mitofsky	Differentiated Instruction Across all Content Areas in the Secondary Classroom / Virtual	1/29/24	\$279	Learn different strategies, class lessons, activities, and other effective ways to implement differentiated instruction more effectively.
Lauren Mitofsky	Strengthening Your Effectiveness as a Special Education Resource Teacher/ Virtual	2/23/24	\$279	Expand knowledge, learn new ways to implement multi-level instruction and differentiated instruction, a learn new activities and approach.
Antonia Zangara	NJECC Annual Conference/ MSU	3/12/24	Included in district membership	This year's keynote speaker features someone who has overcome many obstacles and is non-verbal like a student in the MD program.
Samantha Selikoff Laurie McGill	NJECC Annual Conference / MSU	3/12/24 3/13/24	Included in district membership	We were accepted to present at NJECC on "Integrating Literacy in STEM Classrooms". This is the beginning of an action research project.
Lauren Mitofsky	Decreasing Deficient and Argumentative Behaviors/ Virtual	2/15/24	\$279	Learn specific techniques and effective ways to reduce defiant behaviors. Strategies to build student confidence & increase respectful student interactions.
Linda Savercool	School Nurses: Enhance Effective Medical Emergency Response Teams at each of your School Sites/ Virtual	1/25/24	\$395	Will help to enhance the effectiveness for our medical emergency response team.
Linda Savercool	School Nurses: Best Practices for Addressing Mental Health Issues in your schools. / Virtual	1/17/24	\$279	It is very important for nurses to be well informed about mental health issues.
Shaun Reyes	JCT Security and Network/ Atlantic City, NJ	12/14/23	Free	Security and Network training. (Doors, cameras, switches, wireless, and more)



**Student Field Trip Requests:**

<b>GRADE</b>	<b>TEACHERS</b>	<b>DATE</b>	<b>TIME: DEPART/ RETURN</b>	<b>DESTINATION</b>	<b># of Pupils</b>	<b># OF ADULTS</b>	<b>COST</b>	<b>PP</b>	<b>JUSTIFICATION FOR TRIP</b>
7	Leahey Perniciaro Onischuk	5/3/24	8:45 / 4:30	Six Flags Great Adventure / Jackson, NJ	61	9	\$111.12 (looking to lower price through grants)		This trip will allow students to observe acceleration, conservation of energy, and forces big and small, that are simply impossible to demonstrate in the classroom environment. It is also connected to a large cross-curricular project during the current school year.
3	Kadus Schumacher Thompson	5/9/24	9:00 / 12:00	MPAC/ Morristown, NJ	75	20	\$23.00		The purpose of the trip to see a play is to enhance the third grade language arts curriculum fiction unit in the SchoolWide program we are currently implementing.
2	Jones, B. Medore Tuluca	5/14/24	8:45 / 2:00	Red Mill Museum / Clinton, NJ	68	15	\$24.00		To enhance the 2nd grade social studies curriculum, Community Life: Then and Now.
2	Jones, B. Medore Tuluca	5/30/24	9:15 / 2:00	Turtle Back Zoo / West Orange, NJ	68	17	\$23.00		Second graders will be learning about various animal habitats, behaviors, and adaptations. This firsthand experience fosters a deeper understanding and appreciation for the animal kingdom, complementing our science curriculum.
8	Perniciaro	3/26/24	9:00 / 2:00	iFly Indoor Sky Diving/ Paramus, NJ	56	6	\$50 (looking to lower price through grant?)		The STEM program at iFly is designed to give kids hands-on experience with science, technology, engineering and math principles and get them thinking about how principles translate to the real world.