

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, January 23, 2024, 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 - 7:31 pm

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

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

1. Call to Order: 7:30 PM

The public portion of this meeting was called to order at 7:31 p.m., by Mr. Graf, 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 17, 2024; posted on our website and at town hall. Official action will be taken."

2. Board Member Roll Call:

Ms. Jennifer Dahl - Present

Elected 2023 to 1st term (3-year seat to Dec. 31, 2026)

Mr. Brian Riviuccio - Present

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

Mr. Jeffrey Tobias - Present

Appointed January 2024 to completed a 3-year unexpired term (to Dec. 31, 2024)

Mrs. Karen Walter, VP - Present

Elected 2021 to 2nd consecutive term (3-year seat to Dec. 31, 2024)

Mr. Edward Graf, President - Present

Elected 2023 to 1st term (3-year seat to Dec. 31, 2026)

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)

Mr. Stepka declared all were present along with two staff members and

Mr. Thomas Haynes, Borough Council member and Liaison to the school district.

The Pledge of Allegiance to the United States of America was then held.

3. Reports & Updates:

A. Board Committees for 2024: (Chairs in **BOLD**)

1. Policy/Curriculum/Special Education: **Mr. Graf & Ms. Dahl**
2. Safety/Security: **Mr. Riviuccio & Mrs. Walter**
3. Athletic/Activities: **Mr. Riviuccio & Ms. Dahl (Co-Chairs)**
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: District Goals, front sign update.
2. Potential Legislation/other items affecting the district.
\$20 minimum wage? Teachers evaluated less legislation.

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

1. Board Correspondence: *Received (R) or Sent (S) since our last meeting:*
 - A. There was none since our last meeting.
2. Financial Status Updates:
 - A. 2022-23 Audit: is finishing up; due February 5, 2024.
 - B. 2023-24 Current Budget Year: Proceeding within budgeted parameters.
 - C. 2024-25 New Budget: Administration proceeding as per Budget Calendar.

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

Mr. Stepka reminded the board about the ethics forms and annual mandated training.

F. Review of Agenda Items Recommended for Approval

G. School Board Recognition Month:

WHEREAS, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public school children; and

WHEREAS, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

WHEREAS, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2021 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey, and be it further

RESOLVED, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

Mr. Stepka moved, seconded by Mr. Grieco and unanimously approved by the Board. Many thanks were expressed.

4. Public Comment No. 1:

1. There was none at this time.

5. Enrollment & Staffing Report:

Grade Level & School	Students June 30, 2023	Students January 15, 2024	Difference from June 23	Sections (Classes)	Avg. Class Size	Certificated Staff - Teachers	Non-Certificated Staff
Preschool - Lincoln AM/PM & Full Day	30	25	-5	2	13	1	8
Kindergarten - Lincoln	58	61	+3	3	20	3	3
Grade 1 - Lincoln	67	59	-8	3	20	3	3
Grade 2 - Lincoln	59	68	+9	3	23	3	2
Grade 3 - Lincoln	67	61	-6	3	20	3	2
Other Staff: (Principal 1, Specials 8, Aides 5, PE 1, Guid 1, Nurse 1, Sec 1, Cust 2.5, Caf 7)	-	-	-	-	-	12	15.5
<u>Total Lincoln School:</u>	<u>281</u>	<u>274</u>	<u>-7</u>	<u>14</u>	<u>20</u>	<u>25</u>	<u>33.5</u>
Grade 4 - TJ	55	66	+11	3	22	3	-
Grade 5 - TJ	42	56	+14	3	19	3	-
Grade 6 - TJ	61	44	-17	3	15	3	-
Grade 7 - TJ	55	62	+7	3	21	3	-
Grade 8 - TJ	61	58	-3	3	19	3	-
Other Staff: (Principal 1, Specials 16, Aides 9, PE 2, Guid 1, Nurse 1, Sec 2, Cust 2.5, Caf 9)	-	-	-	-	-	21	22.5
<u>Total Thomas Jefferson:</u>	<u>274</u>	<u>286</u>	<u>+12</u>	<u>15</u>	<u>19</u>	<u>36</u>	<u>22.5</u>
Shared Staff: (Other Certificated Teachers 4.5, & Part-Time Nurses 2)	-	-	-	-	-	4.5	2
Administrative: (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	-	-	-	-
<u>Resident Students:</u>	<u>557</u>	<u>563</u>	<u>+6</u>	<u>29</u>	<u>18.5</u>	-	-
Charter/Choice Schs Out:	2	0	-2	-	-	-	-
Spec. Ed Tuition Incoming:	5	4	-1	-	-	-	-
Total Students (548)/ Staff (137.5) Ratio: 4/1	564	567	+3	-	-	68.5	69

6. Meeting Minutes

- A. Be it resolved to approve and accept the following meeting minutes:
 1. January 4, 2024 Organizational Meeting.

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: December 13 to January 23: \$1,281,639.10

- B. Be it resolved to establish and approve the following incoming student tuition rates for the 2023-24 school year for other districts’ students to attend our school programs - rates will increase by 5% from 22-23 (except for parent paid), it is also expressly understood by all parties that transportation and all its associated costs will be borne by the sending district or parent. (ESY= Extended School Year, or Summer School.)

Grade Level/Program	24-25	(23-24)	\$Diff
ESY 5 Week Reg Preschool (4dys/wk 2.5 hrs/day)	\$3,236	(\$3,082)	154
ESY 5 Week RR/LLD Program (5dys/wk 3.5hrs/day)	\$5,623	(\$5,355)	268
ESY 6 Week PALS/MD Program (5dys/wk 3.5hrs/day)	\$10,348	(\$9,855)	493
ESY One to One Aide	\$3,418	(\$3,255)	163
ESY One to One Shared Aide	\$1,710	(\$1,628)	82
10 Mo. Resident Preschool Program (Parent Paid)	\$3,600	(\$3,600)	-0-
10 Mo. Preschool Disabled F/T (PALS) Program	\$49,464	(\$47,108)	2,356
10 Mo. Learn/Lang. Disabled Program	\$36,140	(\$34,419)	1,721
10 Mo. Multiple Disabled Program	\$38,467	(\$36,635)	1,832
10 Mo. One to One Aide	\$21,361	(\$20,344)	1,017
10 Mo. One to One Shared Aide	\$10,635	(\$10,175)	460
10 Mo. Kindergarten Full Day Program	\$16,180	(\$15,409)	771
10 Mo. Regular Grades 1 - 5	\$16,020	(\$15,257)	763
10 Mo. Regular Grades 6 - 8	\$16,053	(\$15,288)	765

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 an UNPAID leave of absence for the following personnel:

Staff #	Location	Position	From	To
644	Thomas Jefferson	Para	2/21/24	Returning 4/8/24
305	Lincoln School	Lunch Aide	1/15/24	Returning 2/26/24
654	Thomas Jefferson	Lunch Aide	2/28/24	Returning 3/14/24

- C. Be it resolved, based on the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Christine Capen**, 5th/6th Grade Social Studies Teacher at Thomas Jefferson School, for the successful attainment of advanced graduate credits, from the BA Guide (Step-8 \$62,045) to the BA+30 Guide (Step-8 \$64,445), effective February 1, 2024.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Laurie McGill**, Special Education Teacher at Thomas Jefferson School, for the successful attainment of advanced graduate credits, from the BA Guide (Step-7 \$60,545) to the MA Guide (Step-7 \$65,345), effective February 1, 2024.
- E. Be it resolved, based on the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Cynthia O'Brien**, 8th Grade Teacher at Thomas Jefferson School, for the successful attainment of advanced graduate credits, from the MA Guide (Step-10 \$71,155) to the MA+30 Guide (Step-10 \$73,555), effective February 1, 2024.
- F. Be it resolved, based on the recommendation of the Superintendent, to approve **Jennifer Turner** 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 15, 2024 through June 30, 2024. Mrs. Turner has successfully completed all required background checks.
- G. Be it resolved, based on the recommendation of the Superintendent, to approve **Andrea Marcinek** as a Lunchroom/Playground aide at Lincoln School for 2.5 hours per day for 5 school days per week, at an hourly rate of \$15.13 from approximately January 24 to June 30, 2024, pending successful clearance of Criminal History background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018 c.5.

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 was none at this time.

11. Policy

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the Uniform State Memorandum of Agreement (MOA) Between Education and Law Enforcement Officials (2023) Revisions* - Approved by the New Jersey Department of Law & Public Safety and the New Jersey Department of Education for the 2023-2024 school year.

12. 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>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Not Present</u>
Ms. Dahl:		Aye			
Mr. Tobias:		Aye			
Mr. Rivieccio:	Moved	Aye			
Mrs. Walter, VP:	Seconded	Aye			
Mr. Graf, President:		Aye			

Mr. Stepka declared all resolutions and recommendation were unanimously approved.

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

A. A board member suggested bringing back the recognition of honor roll & perfect attendance students at board meetings since the pandemic is over. Another board member suggested that we do the same for sports teams.

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

Mr. Thomas Haynes, Rockaway Borough Council member and school liaison, thanked all the board members for serving the community as his wife did for over 10 years (as a member of this board of education).

15. Next Regularly Scheduled Meeting:

A. **Tuesday, February 27, 2024**

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

16. Executive Session II: 8:15 - 8:30pm

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing negotiation matters relating to the employment contract of the BA, 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 15 MINUTES.

BOARD ACTION WILL NOT BE TAKEN AFTER THIS SESSION CONCLUDES.

Motion to Enter: *Moved by: Mrs. Walter Seconded by: Ms. Dahl Voice Vote: All Ayes*
Motion to Adjourn: *Moved by: Mrs. Walter Seconded by: Mr. Rivieccio Voice Vote: All Ayes*

17. Motion to Adjourn the Meeting: 8:30 pm

With no further business before the Board, the meeting was adjourned at 8:30 pm.

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

Respectfully submitted,

Mr. William Stepka, RSBA

Secretary of the Board of Education/Business Administrator

Professional Development/Travel Expenditure Requests:

Staff Member	Workshop Title/Dest.	Dates	Reg & Fees	Justification for the Trip
Shaun Reyes	Techspo/ Atlantic City, NJ	1/24-26/24	Reg: \$540 Hotel: \$205.94 Travel Miles: \$133.48 Parking Est. \$20.00 Tolls Est. \$26.00	To learn about the newest tech for our schools.
Antonia Zangara	Comprehensive Orton Gillingham Plus Virtual/ Virtual	1/29/24 - 2/26/24 Mondays	\$1,500 Title II (ESEA)	To enhance Orton-Gillingham method, 5 components of Literacy and tools necessary to apply in the classroom.
Morgan Abrams	Comprehensive Orton Gillingham Plus Virtual/ Virtual	2/8/24 - 2/29/24 Thursdays	\$1,500 Title II (ESEA)	To enhance Orton-Gillingham method, 5 components of Literacy and tools necessary to apply in the classroom.
Nicolas Bova	North Jersey Junior Area Band Festival/ Mt. Olive HS	1/12/24	Free Mileage: \$14.10	Representation of TJ instrumental music students; further education on conducting/performance techniques; networking with other music teachers. Attendance ensures continued membership in the NJ Junior Areas Band to provide musical opportunities for our students through festival participation.
Helen Love	North Jersey Area Band Festival/ Wayne Hills HS and Mt. Olive HS.	12/9/23 1/12/24	Free Mileage: Wayne Hills \$21.15 Mileage: Mt. Olive HS \$14.10	My attendance ensures continued membership in the NJ Area Band affiliation which in turn provides opportunities to our students, enabling them to participate in the festival.
Cynthia O'Brien	Social Media & AI in the Classroom/ Virtual	1/24/24 Part I of V	Free	Integration of AI into effective classroom instruction.
Cynthia O'Brien	2024 NJECC New Jersey Ed. Tech/ Montclair State University	3/12/24 3/13/24	\$215 Covered through entitlement funds	Infusing and transforming education through the use of AI in the classroom.
Laurie McGill	Council for Exceptional Children/ Ramapo College	3/18/24	\$180	Through this PD opportunity, I hope to improve the success of students with disabilities and/or gifts and talents. In addition, I am hoping to gain techniques for co teaching success.
Jennifer Skomial	The ABC's of Publishing Your Work PSEL 1 & 6 / Virtual	1/19/24	\$75	Interactive workshop to unlock steps of publishing your work including, writing strategies and techniques, navigating the publishing industry, targeting your audience, crafting impactful articles, and building a book proposal.
Jennifer Skomial	Section 504 Explained: Special Education Litigation Certificate Program/ FEA Conference Center	2/14/24	\$54.43 Mileage: \$54.43	To attain detailed explanations of Section 504 of the Rehabilitation Act of 1973 as it relates to school districts.
Jennifer Skomial	Addressing Student Behaviors and Improving Student Engagement in a Post-Covid World PSEL Standards 3,4,5 &10 / Virtual	2/1/14	\$75	Hands on workshop to understand emotional regulation impairment as a recent diagnosis as well as trauma and the strategies important to every day school survival.
Jennifer Skomial	ASCD/ Washington, DC	3/23-25/24	Registration: \$585, Overnight lodging, meals and mileage reimbursement	This three day event provides professional learning on leading through change, providing equitable learning environments, and instructional leadership.
Denise Jacobus	Best Strategies for Helping Students with Asthma, Allergies, and Anaphylaxis/ Virtual	5/16/24	\$279	This seminar will help the nurse to more effectively manage asthma, allergies, and anaphylaxis in the school setting using the latest evidence-based care approaches.
Lisbeth Schnurman	Language Disorders vs Language differences for ELL's/ On line seminar	2/6/24	\$279	Learn methods for defining typical language acquisition variances vs a disorder in ESL. Expand toolbox of non-standardized assessment techniques for a more effective approach to assessment and treatment of this growing population.

Student Field Trip Requests:

<i>GRADE</i>	<i>TEACHERS</i>	<i>DATE</i>	<i>TIME: DEPART/ RETURN</i>	<i>DESTINATION</i>	<i># of Pupils</i>	<i># OF ADULTS</i>	<i>COST</i>	<i>PP</i>	<i>JUSTIFICATION FOR TRIP</i>
8	C. O'Brien	4/24/24	9:00am/7:00pm	Bernard B Jacobs Theatre/ NYC	59	7	TBD		The students read The Outsiders, and would like to culminate the learning with an 8th grade viewing. This trip falls into NJSLA learning standards: RL:8.7, RL8.9 and W:8.9.; therefore, we will be culminating this unit of study with an authentic learning experience.
MD	Selikoff Zangara	3/27/24	10:00 / 1:00	Lifetown	8	10	Free		This field trip teaches valuable life skills.