

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, March 19, 2024, 7:30 PM

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

Visit us on the Web: rockboro.org

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: 6:35-7:36 pm

Be it Resolved, that the Board enters into Executive Session (Private) to discuss an exempt matter pertaining to collective bargaining contract negotiations with the 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: Mrs. Walter Seconded by: Ms. Dahl Voice Vote: All Ayes**
Motion to Adjourn: **Moved by: Ms. Dahl Seconded by: Mrs. Walter Voice Vote: All Ayes**

1. Call to Order: 7:36 PM

The public portion of this meeting was called to order at 7:36 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: All Present

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)

Also present were 2 members of the public, HSA Treasurer & RBEA president staff member.

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: The TJ play was this past weekend and went very well, the Book Fair is this week, the 8th grade pancake fundraiser went well – raised over \$500, update on the Parent/Staff surveys.

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

1. **Board Correspondence:** *Received (R) or Sent (S) since our last meeting:*
 - A. There has been none since the last meeting.
2. **Financial Status Updates:**
 - A. 2023-24 Current Budget Year: Proceeding within budgeted parameters.
 - B. 2024-25 New Budget: Adoption of the Tentative 24-25 Budget is set for tonight.

D. Administration Monthly Reports:

- | | |
|----------------------------------------------------|---------------------------------------------|
| 1. Lincoln Principal's Report: | <u>Submitted by:</u>
<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

From those board members who took part in the Community Readers event, it was great to see other community leaders also participate.

F. Review of Agenda Items Recommended for Approval

4. Public Comment No. 1:

1. Staff member M. Onischuck requested the Board give him an explanation of what Finance agenda items D & E mean; the Board explained.

5. Enrollment & Staffing Report:

Grade Level & School	Students June 30, 2023	Students March 15, 2024	Difference from June 23	Sections (Classes)	Avg. Class Size	Certificated Staff - Teachers	Non-Certificated Staff
Preschool - Lincoln AM/PM & Full Day	30	28	-2	2	14	1	8
Kindergarten - Lincoln	58	59	+1	3	20	3	3
Grade 1 - Lincoln	67	59	-8	3	20	3	3
Grade 2 - Lincoln	59	67	+8	3	22	3	2
Grade 3 - Lincoln	67	59	-8	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>272</u>	<u>-9</u>	<u>14</u>	<u>19</u>	<u>25</u>	<u>33.5</u>
Grade 4 - TJ	55	66	+11	3	22	3	-
Grade 5 - TJ	42	57	+15	3	19	3	-
Grade 6 - TJ	61	44	-17	3	15	3	-
Grade 7 - TJ	55	63	+8	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>288</u>	<u>+14</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. February 27, 2024, Regular & 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: February 28 to March 19: \$1,219,307.91

- B. Be it resolved to approve and adopt the **Tentative 2024-25 School District Budget** and to authorize the CSA & SBA/Bd Sec’y to submit it to the Executive County Superintendent for review and approval in the following amounts:

	General Fund	Special Revenues	Debt Service	Totals
2024-25 Total Appropriations:	\$12,519,525	\$556,714	\$756,675	\$13,832,914
Less: Anticipated Revenues:	\$3,159,523	\$556,714	\$240,148	\$3,956,385.
Local Taxes To Be Levied:	\$9,360,002	-0-	\$516,527	\$9,876,529 and

Be it resolved that the Board of Education includes in the tentative budget the adjustment for increased costs of **health benefits** in the amount of \$68,640 as the additional funds will be used to pay for the additional increases in health benefits premiums, and

Be it resolved that the Board of Education includes in the tentative budget the adjustment for **enrollment** in the amount of \$237,991, the distinct intends to use these funds to provide goods and services necessary to teach students, and

Be it resolved to allocate \$125,000 from the district’s **Surplus** account to help fund an out-of-district special education student placement, and

Be it further resolved to withdraw \$30,000 from the district’s **Maintenance Reserve** account to fund budgeted building maintenance needs, and

Be it also resolved, that the Board of Education include in the budget a **Capital Reserve** withdrawal in the amount of \$30,660 for the following projects and reimbursement of \$44,017:

1. Thomas Jefferson Blacktop Playground Paving & Sidewalk work: \$18,900
2. Abandoned In-ground Oil Tank Removal: \$11,760
3. SDA grant assessments reimbursement from FY13 to FY25: \$44,017 (NJAC Title 6A:23A-14.1(8)).

The total cost of these projects is \$30,660 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards, and

To **advertise** said tentative budget in The Citizen Newspaper in accordance with the form promulgated by the New Jersey Department of Education and according to law; and

To advertise for a **public hearing** on the budget for the 2024-25 school year at the Thomas Jefferson Cafeteria on Tuesday, May 7, 2024, beginning at 7:30 pm.

- C. Whereas, pursuant to NJAC 6A:23A:5.2(a) a board of education must establish a **Maximum Dollar Limit for Professional Services** and public relations (if applicable), as defined in NJAC 6A:23A:9.3-14, Now, therefore be it resolved that the Rockaway Borough Board of Education hereby establishes the following maximums for the 2024-25 school year as follows: Architecture: \$20,000 (does not include projects funded through the Capital Reserve Account), Physician: \$10,000, Legal: \$90,000, Auditor: \$28,000, and be it further resolved that the School Business Administrator track these costs to ensure that the maximum amount is not exceeded.

D. Be it resolved, based upon the recommendation of the BA, to adopt the following resolution pertaining to the **Maximum Travel Dollar Limit**: (Pursuant to NJAC 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in NJAC6A-7.1 et seq.): Be it resolved that the Rockaway Borough Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$25,000 for the 2024-25 school year. The maximum travel expenditure amount for the current school year is \$25,000, of which, \$15,471 dollars has been spent and \$4,220 dollars is encumbered to date.

E. Be it resolved, based upon the recommendation of the BA, to adopt the following resolution pertaining to the **Travel & Related Expense Reimbursement**:

The Board of Education recognizes school staff & Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

And, NJAC 6A:23A subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

And, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year,

And travel & related expenses not in compliance with NJAC 6A:23A Subchapter 7 but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement forms;

Be it resolved, the Board of Education approves all travel not in compliance with NJAC 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement forms; and

Be it further resolved, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with NJAC 6A:23A: Subchapter 7, to a maximum expenditure of \$25,000 for all staff & Board members for the 2024-25 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

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 the following **medical leave of absence requests**:

Staff #	Location	Position	From	To
229	Thomas Jefferson	Secretary	3/11/24	5/5/24 (Utilizing 39 accrued and banked sick days)
339	Lincoln School	Floating Sub	3/21/24	6/23/24 (unpaid)
182	Lincoln School	Teacher	3/11/24	4/5/24 (Utilizing 14 accrued and banked sick days)

- C. Be it resolved, based on the recommendation of the Superintendent, to accept and approve the resignation of **Diana Siciliano**, Secretary at Thomas Jefferson School, effective April 8, 2024.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve a contract extension to June 30, 2024, for **Lynne Fomchenko**, Leave of Absence Secretary at Thomas Jefferson School.
- E. Be it resolved, based on the recommendation of the Superintendent, to approve **Jerelyn Hurley** as a substitute teacher for the 23/24 school year.

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 to approve an out-of-district special education tuition contract with PG Chambers (an approved NJ Private School for students with disabilities), of Cedar Knolls, NJ, for student number 369, effective April 8 to June 30, 2024, at a tentative tuition rate of \$499.78 for 53 instructional days (total \$26,488.34) and related transportation costs.

10. Technology and Buildings & Grounds

- A. Be it resolved to approve a 3-year renewal contract with LightPath/Altice, to provide a 5-gigabyte dedicated fiber line service, from August 1, 2024, to July 31, 2027, for a monthly cost of \$2,735, (was \$3,500) minus a 50% Federal E-Rate (USAC) reimbursement, up to 50% (net cost to district \$1,368/month). This was a bid through the Federal E-Rate portal.

11. Policy

- A. Be it resolved to approve the **First Reading** of the following new and/or updated Board Policies (P) and/or Regulations (R), where applicable:

Policy/Regulation	Number	Title	Reason for Update
P	1140	Educational Equity Policies/Affirmative Action	Revised - Mandated
P	1523	Comprehensive Equity Plan	Revised - Mandated
P	1530	Equal Employment Opportunities	Revised - Mandated
R	1530	Equal Employment Opportunity Complaint Procedure	Revised - Mandated
P	1550	Equal Employment/Anti-Discrimination Practices	Revised - Mandated
R	2200	Curriculum Content	Revised - Mandated
P	2260	Equity in School and Classroom Practices	Revised - Mandated
R	2260	Equity in School and Classroom Practices Complaint Procedure	Revised - Mandated
P	2411	Guidance Counseling	Revised - Mandated
P & R	2423	Bilingual Education	Revised - Mandated
P & R	2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised - Mandated

P	3211	Code of Ethics	Revised
R	5440	Honoring Student Achievement (Supt withdrew)	Revised
P	5570	Sportsmanship	Revised
P	5750	Equitable Educational Opportunity	Revised - Mandated
P	5755	Equity in Educational Programs and Services	ABOLISHED
P	5841	Secret Societies	Revised
P	5842	Equal Access of Student Organizations	Revised
P & R	7610	Vandalism	Revised
P	9323	Notification of Juvenile Offender Case Disposition	Revised

12. Consent Agenda

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

Roll Call Vote:	Moved & Seconded By:	Aye	Nay	Abstain	Not Present
Ms. Dahl:	Moved	Aye	-	-	-
Mr. Tobias:	-	Aye	-	-	-
Mr. Riviuccio:	-	Aye	-	*Abstain	-
Mrs. Walter, VP:	Seconded	Aye	-	-	-
Mr. Graf, President:	-	Aye	-	-	-

All resolutions carried: 5 0 1 0
 Mr. Riviuccio abstained to Professional Development/Travel items for O'Brien, Klein & Reyes - submitted requests late.

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

There was none.

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

- A. Staff member M. Onischuck requested the Board give him an update on its Strategic Plan; the Board replied they are working on it.
- B. Staff member M. Onischuck requested the Board give him the tax rate increase for the 24-25 school year; the Board replied +5.45%.

15. Next Regularly Scheduled Meeting:

A. **Tuesday, April 16, 2024** The Meeting will begin at 7:30 pm in the TJ Cafeteria.

17. Motion to Adjourn the Meeting: 8:15 pm

With no further business before the Board, the meeting was adjourned at 8:15 pm.

Moved by: Mrs. Walter Seconded by: Mr. Riviuccio 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
Selikoff	STEM Carnival of Inclusivity Workshop/ NJCU	3/27/24	Free	I would like to learn how to facilitate more peer group STEM lessons, this workshop not only showcases that but also offers materials.
O'Brien	NJECC Statewide Conference/ Montclair University/ Virtual	3/13/24	\$70	To learn more about the transformative power and profound impact AI has on education.
Klein	NJ Buildings & Grounds Association Expo/ Atlantic City	3/17-3/20/24	\$500 Hotel: \$339.63 Miles (est.): \$138 Tolls (est): \$26 Parking (est): \$20	CEU's for CEFM and courses for safety and operations.
Reyes	NJ Buildings & Grounds Association Expo/ Atlantic City	3/17-3/20/24	\$500 Hotel: \$339.63 Miles (est.): \$138 Tolls (est): \$26 Parking (est): \$20	Classes on security and doors and safety.
Mitofsky	Science of Reading: Best Strategies to Increase Student Success/ Live Online	4/23/24	\$279	Techniques to strengthen and increase reading, writing, and spelling achievement of All students. Accelerate phonemic awareness, fluency, and vocabulary skills.
Argenziano Bellafonte	Morris County Curriculum Network/ Morris County Vo Tech	3/21/24	Argenziano: Free Bellafonte: \$ 75	I&RS to MTSS: Implementing MTSS to Meet NJ Intervention

Student Field Trips/Activity/Events/Fundraisers/etc. Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# of Pupils	# OF ADULTS	COST PP	JUSTIFICATION FOR TRIP
6	Fleming	4/30/24	8:20/3:15	The Museum of Natural History	44	6	\$42	Aligns with our History and Science curriculum.
MD	Isenberg	TBD	TBD	Thomas Jefferson School			No Cost	Therapy Dog "Louie" from Bright & Beautiful Therapy Dogs, Inc. along with his handler Dr. Danielle Isenberg to visit classrooms at TJ. Students will learn how and what Therapy Dogs are used for.