

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, July 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: 6:32-7:35 pm (Closed to the Public)

Be it Resolved, that the Board enters into Executive Session (Private) to discuss exempt matters: 1) Negotiations; collective bargaining negotiations with the Rockaway Borough Education Association, 2) a pending legal matter, and 3) a student HIB review, the natures of which will be made public only when the need for confidentiality no longer exists.

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

1. Call to Order: 7:35 PM

The public portion of this meeting will be called to order at approximately 7:30 p.m., by Mr. William Stepka, Board Secretary, 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 complete a 3-year unexpired term (to Dec. 31, 2024)

Mrs. Karen Walter, VP – Not Present

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

Mr. Edward Graf, President – Not 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)

Along with the TJ Principal, Borough Council Rep Thomas Haynes, 1 staff member and 3 parents

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

Ms. Dahl moved, seconded by Mr. Riviuccio, to name Mr. Tobias as presiding officer for this meeting – all ayes.

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 ESY Program is running smooth.
2. Update: Strategic Plan Public Input Session held on June 26, 2024. Ms. Dahl stated there was about 40 people in attendance and she gave a brief update and thanked Mrs. Merrick.
3. Presentation: TJ Update- Principal Samuels updated the Board about the new schedule.

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 our previous meeting.
2. **Financial Status Updates:**
 - A. The 2023-24 Prior Budget Year is closed out and being readied for the audit.
 - B. The 2024-25 New Budget is now in effect.

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

1. Board of Education Candidates petitions due 7/29/24 to County Clerk. 2 membership seats are on the ballot for the General Election on November 5, 2024.
As of Monday, July 22, Fairde Hernandez has filed a petition with the county clerk.

F. Review of Agenda Items Recommended for Approval

4. Public Comment No. 1:

1. There was none at this time.

5. Enrollment & Staffing Report:

Grade Level & School	Students June 30, 2023	Students June 14, 2024	Difference from June 23	Sections (Classes)	Avg. Class Size	Certificated Staff - Teachers	Non-Certificated Staff
Preschool - Lincoln AM/PM & Full Day	30	29	-1	2	15	1	8
Kindergarten - Lincoln	58	56	-2	3	19	3	3
Grade 1 - Lincoln	67	59	-8	3	20	3	3
Grade 2 - Lincoln	59	66	+7	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
Total Lincoln School:	281	269	-12	14	19	25	33.5
Grade 4 - TJ	55	62	+7	3	21	3	-
Grade 5 - TJ	42	56	+14	3	19	3	-
Grade 6 - TJ	61	45	-16	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
Total Thomas Jefferson:	274	284	+10	15	19	36	22.5
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	5	+3	-	-	-	-
Resident Students:	557	558	+1	29	18.5	-	-
Charter/Choice Schs Out:	2	0	-2	-	-	-	-
Spec. Ed Tuition Incoming:	5	3	-1	-	-	-	-
Total Students (548) Staff (137.5) Ratio: 4/1	564	561	-3	-	-	68.5	69

6. Meeting Minutes

- A. Be it resolved to approve and accept the following meeting minutes:
1. June 25, 2024, Regular & Executive Sessions I & II.
 2. June 26, 2024, Special: Strategic Plan Public Input 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: June 26 to June 30: \$588,759.17
 2. Payroll July 15: \$128,870.19
- B. Be it resolved to void the following stale and outdated general fund checks:
29499, 10/13/20 \$114.02 / 30106, 4/20/21 \$50.00 / 30982, 12/28/21 \$254.42 / 31022, 1/19/22 \$281.99 / 31220, 3/15/22 \$260.00 / 32090, 12/9/22 \$50.00 / 32587, 6/21/23 \$625.50 / 32682, 6/30/23 \$600.00 / 32696 8/3/23 \$1,239.00 / 32751, 8/24/23 \$3,500.00
- C. Be it resolved to approve and accept the Budgetary Transfer Report for June.
- D. Be it resolved to approve and accept the Board Secretary's Financial Report for June.
I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of June 30th, 2024, no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a). William Stepka, RSBA- Business Administrator/Board Secretary.
- E. Be it resolved to approve and accept the Treasurer of School Monies Financial Report for the month of June.
- F. Be it resolved to approve and accept the Treasurer of School Monies Financial Reports for the months of July, August, September, October, November, January, February, March, April, and May.
- G. Be it resolved to approve and accept the Treasurer of School Monies Financial Report for the month of December.
- H. Be it resolved to accept and graciously thank the Rockaway Borough Educational Foundation for providing \$11,228 and the Rockaway Borough Home & School Association for also providing another \$10,725 in grants and donations to various grade levels for the purchase of supplies, materials, author visits, training sessions, class trips, and assembly presentations for the 2023-24 school year.
- I. Be it resolved to enter into a Joint Transportation Agreement with the Rockaway Township Board of Education for "School-Related Activities - Athletic & Field Trips" as needed for the 2024-25 school year, at an hourly rate of \$80.00 with a 2-hour minimum per bus/van.
- J. Be it resolved to enter into a Vehicle Fleet Maintenance Agreement (for Vans, Busses & trucks) with the Rockaway Township Board of Education for the 90-day mandatory state inspections and any other vehicle maintenance/repairs for an hourly rate of \$85, plus a 5% mark-up for parts, as needed, for the 2024-25 school year.
- K. Be it resolved to acknowledge the corporate merging of the Board's Attorney of Record, "Cornell, Merlino & Osborne, P.C.," of Westfield, NJ, with "Methfessel & Werbel, P.C.," of Edison, NJ, and to recognize their new name and to continue with their services at the same hourly rate (\$170) via a new agreement, effective July 1, 2024, to January 7, 2025.

- L. NJ grant allocation award amounts and to approve the administration to submit the Grant Application for the 2024-25 Individuals with Disabilities Education Act (IDEA), for Preschool & Part B (Basic) Programs, in the following amounts to help disabled and educationally challenged children in our district and those attending Divine Mercy & American Christian Academy (non-public schools within our borough boundaries):

1. IDEA Preschool:	\$8,681 (RB Only)
2. IDEA Part B Basic:	\$197,751 (RB=\$174,021, DM/AC=\$23,730)
Total IDEA Funds to be Applied for	\$206,432 (RB=\$182,702, DM/AC=\$23,730)

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 accept and approve the resignation of **Karen Fitzgerald**, for retirement purposes, effective June 30, 2024. Please join us in thanking her for her dedicated service to the district, and wishing her well in retirement.
- C. Be it resolved, based on the recommendation of the Superintendent, to approve **Jennifer Bills** as a substitute ESY paraprofessional and teacher for ESY on an as-needed basis, at her 23/24 hourly rate of \$17.18. (Final hourly rate and guide placement will be determined once a new CBA is in effect.)
- D. Be it resolved, based on the recommendation of the Superintendent, to approve the internship of **Crew Armijo**, a senior in the Academy for Education and Learning at Morris County School of Technology. Mr. Armijo will shadow Michael Jones in PE/Health at Lincoln School. The internship program will run from September 2024 to June 2025.
- E. Be it resolved, based on the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Alyssa Sumner**, Special Education Teacher at Thomas Jefferson School, for the successful attainment of advanced graduate credits, from the 2023-2024 BA Guide (Step-8 \$62,045) to the 2023-2024 BA+30 Guide (Step-8 \$64,445), effective September 1, 2024. (Final salary rate and guide placement will be determined once a new CBA is in effect).

9. Curriculum, Instruction & Assessment

- A. There were none at the time.

10. Technology and Buildings & Grounds

- A. There were none at the time.

11. Policy

- A. Be it resolved, based on the recommendation of the Superintendent, to approve the Comprehensive Equity Plan (CEP) Statement of Assurance for the 2024-2025 school year. The Rockaway Borough School District will continue to fully implement the NJDOE-approved 2019-2022 Comprehensive Equity Plan through the 2024-2025 school year.
- B. Be it resolved, based on the recommendation of the Superintendent, to approve the LEA Guidance for Virtual or Remote Instruction Plan, for the 2024-2025 school year.
- C. Be it resolved, based on the recommendation of the Superintendent, to approve the Bilingual Program Waiver Request for the 2024-2025 school year.
- D. Be it resolved, based on the recommendation of the Superintendent, to approve the 2024-2027 Language Instruction Educational Program (LIEP) Three-Year Plan, for school years: 2024-2025, 2025-2026, and 2026-2027.

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:	Moved	Aye	-	-	-
Mr. Riviuccio:	Seconded	Aye	-	-	-
Mr. Tobias:	-	Aye	-	-	-
Mrs. Walter, VP:	-	-	-	-	Not Present
Mr. Graf, President:	-	-	-	-	Not Present

Motions Carried: 3 0 0 2

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

- A. There were none at the time.

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

Mr. Thomas Haynes, Borough Council Liaison, thanked Mr. Grieco & Mr. Graf for the nice budget presentation at their last Borough Council meeting last month.

15. Next Regularly Scheduled Meeting:

- A. **Regular Meeting: Tuesday, August 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: 8:21-9:10 pm, Ms. Dahl moved, Mr. Riviuccio seconded, all ayes.

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing: a student HIB investigation and negotiations, the natures 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 60 MINUTES.

BOARD ACTION WILL NOT BE TAKEN AFTER THIS SESSION CONCLUDES.

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

With no further business before the Board, the meeting was adjourned at 9:21 pm.

Moved by: Ms. Dahl 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
Jennifer Skomial	Internetworking 2024 Long Branch, NJ	7/18 & 19/2024	Free Mileage: \$62.22	This workshop will provide a full understanding of the impact of AI in education and the ways we can utilize it in Rockaway Borough.
Jamie Argenziano	Internetworking 2024 Long Branch, NJ	7/18 & 19/2024	Free Hotel: \$279	This workshop will provide a full understanding of the impact of AI in education and the ways we can utilize it in Rockaway Borough.
Leon Samuels	Internetworking 2024 Long Branch, NJ	7/18 & 19/2024	Free Hotel: \$279	This workshop will provide a full understanding of the impact of AI in education and the ways we can utilize it in Rockaway Borough.