

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Wednesday, October 16, 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 I: 6:35-7:35 pm (Closed to the Public)

Be it Resolved, that the Board enters into an Executive Session (Private) to discuss exempt matters: personnel, legal matters, and a student HIB report, the nature of which will be made public only when the need for confidentiality no longer exists.

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

1. Call to Order: 7:35 PM

The public portion of this meeting was called to order at 7:35 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 complete 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)

Along with two staff members.

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: 10/16 meeting update **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-
 - QSAC Update: March 10, 2025 is the on-site visit.
 - State Assessment Presentation- November 12th
 - Strategic Planning Update

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 last meeting.
2. Financial Status Updates:
 - A. The 2023-24 Prior Budget Year is now being audited.
 - B. The 2024-25 Budget is 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 for the General Election to be held on November 5, 2024: Faride Hernandez and Vanessa Dorgilles. (2 seats are up for election.)
2. Mr. Tobias thanked Mr. Stepka for cancelling the NJ School Boards' Workshop next week.
3. Mr. Riviuccio asked about the B&G and Technology Supervisor's Reports.

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, 2024	Students October 11, 2024	Difference from June 24	Sections (Classes)	Avg. Class Size	Certificated Staff - Teachers	Non-Certificated Staff
Preschool - Lincoln AM/PM & Full Day	29	26	-3	2	13	1	8
Kindergarten - Lincoln	56	66	+10	3	22	3	3
Grade 1 - Lincoln	59	59	0	3	20	3	3
Grade 2 - Lincoln	66	59	-7	3	20	3	2
Grade 3 - Lincoln	59	65	+6	3	22	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:	269	275	+6	14	20	25	33.5
Grade 4 - TJ	62	63	+1	3	21	3	-
Grade 5 - TJ	56	61	+5	3	20	3	-
Grade 6 - TJ	45	58	+13	3	19	3	-
Grade 7 - TJ	63	52	-11	3	17	3	-
Grade 8 - TJ	58	65	+7	3	22	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:	284	299	+15	15	20	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:	5	5	0	-	-	-	-
Resident Students:	558	579	+21	29	18.5	-	-
Charter/Choice Schs Out:	0	1	+1	-	-	-	-
Spec. Ed Tuition Incoming:	3	3	0	-	-	-	-
Total Students (575) Staff (135.5) Ratio: 4.2/1	561	583	+22	-	-	66.5	69

6. Meeting Minutes

- A. Be it resolved to approve and accept the following meeting minutes:
1. September 24, 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: September 25 to October 16, 2024: \$895,074.03
- B. Be it resolved to approve the Budgetary Transfer Report for the month of August.
- C. Be it resolved to approve and accept the Board Secretary's Financial Report for the month of August.
I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of July 31st, 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.
- D. Be it resolved to approve and accept the Treasurer of School Monies Financial Report for the month of August.

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 employment contract, as submitted, for **William Stepka**, tenured Business Administrator & Board Secretary, as reviewed and approved by the Morris County Executive Superintendent in accordance with applicable state laws, codes, and regulations, for the 2024-25 school year.
- C. Be it resolved, based upon the recommendation of the Superintendent, to approve **Thomas Montefusco** as a Substitute Teacher for the 2024-2025 school year at a rate of \$115.00 per day. He has already completed all required background checks.
- D. Be it resolved, based upon the recommendation of the Superintendent, to approve **Jennifer Barbosa** as a Substitute Teacher for the 2024-2025 school year at a rate of \$115 per day. She has already completed all required background checks.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve **Amy Welsch** as a floating substitute teacher for the district, at a daily rate of \$125.00 for in-person instruction, effective October 15, 2024, through February 28, 2025. Ms. Welsch has already completed the required background checks and sexual misconduct/child abuse disclosures.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve **Brenda Burrow**, as a Paraprofessional at Thomas Jefferson School beginning on or about October 21, 2024, through June 30, 2025. Ms. Burrow will be paid based on Salary/Aide Guide Step-1 at the hourly rate of \$17.49

pending the Office of Student Protection 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 **Kathleen New** as a Substitute Bus Aide for the 2024-25 school year at an hourly rate of \$17.02 on an as-needed basis. Ms. New has completed all background checks.
- H. Be it resolved, based on the recommendation of the Superintendent, to approve **Neal Healy** as a Leave Replacement Substitute Teacher at Thomas Jefferson School beginning October 7, 2024, through November 12, 2024, at a daily rate of \$175. Mr. Healy has already completed all required background checks.
- I. Be it resolved, based on the recommendation of the Superintendent, to approve **Krista Gore** as a Leave Replacement Substitute Teacher at Lincoln School beginning October 7, 2024, through November 1, 2024, at a daily rate of \$175. Ms. Gore has already completed all required background checks.
- J. Be it resolved, based on the recommendation of the Superintendent, to accept and approve **Tara Keegan’s** letter of resignation, for retirement purposes, effective January 1, 2023. Please join us in thanking her for 23 years of service to our students and community and wish her well in retirement.
- K. Be it resolved, based upon the recommendation of the Superintendent, to approve a **Leave of Absence** for the following staff members:

Staff #	Location	Position	From	To/Return Date
654	Thomas Jefferson	Aide	9/17/24 (unpaid)	9/26/24
213	Thomas Jefferson	Teacher	10/8/24 (FMLA- 10/8/24 - 1/4/25) Will claim benefits under NJ Family Leave Insurance Act	1/6/25
273	Lincoln School	Teacher	10/7/24 (FMLA- 10/7/24 - 11/1/24) Will claim benefits under NJ Family Leave Insurance Act	11/4/24
514	Thomas Jefferson	Teacher	10/15/24 (utilizing accrued sick leave)	11/13/24

- L. Be it resolved, based upon the recommendation of the Superintendent, to approve the following **Extracurricular advisor** for the 2024-2025 school year:

Club/Sport	Advisor	Stipend Rate
Girls Basketball Assistant Coach	William Rzucidlo	\$937

9. Curriculum, Instruction & Assessment

- A. Be it resolved to approve the list of **Student Field Trip Requests** as listed at the end of this agenda.
- B. Be it resolved to confirm and approve the **District Events List** for all extra activities, events, fundraisers, etc. as listed at the end of this agenda.

10. Technology and Buildings & Grounds

- A. Be it resolved to approve and accept the “Health and Safety Evaluation of School Buildings Checklist” for Lincoln and Thomas Jefferson schools for the 2023-24 school year and authorize the administration to submit it to the DOE Morris County Office before November 15, 2024, to comply with QSAC (NJ DOE Monitoring) which will take place this school year.

11. Policy

- A. Be it resolved, based on the recommendation of the Superintendent, to approve the Bus Evacuation Drill Logs for Lincoln and Thomas Jefferson Schools for the 2024-2025 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:	Moved	Aye	-	-	-
Mr. Riviuccio:	Seconded	Aye	-	-	-
Mr. Tobias:	-	Aye	-	-	-
Mrs. Walter, VP:	-	Aye	-	-	-
Mr. Graf, President:	-	Aye	-	-	-

All recommendations unanimously carried: 5 0 0 0

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

- A. Ms. Dahl commended the administration for increased communications to the parents and for also sending out the information in Spanish as well.
- B. Mr. Riviuccio asked what happened to the end-of-year Rams Festival. (Suspended due to Covid.)

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

- A. There was none at this time.

15. Next Regularly Scheduled Meeting:

- A. **Regular Meeting: Tuesday, November 12, 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 to 8:50 PM

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing: a legal matter 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: Ms. Dahl Seconded by: Mrs. Walter Voice Vote: All Ayes**
Motion to Adjourn: **Moved by: Mr. Riviuccio Seconded by: Mr. Tobias Voice Vote: All Ayes**

17. Motion to Adjourn the Meeting: 8:50 PM

With no further business before the Board, the meeting was adjourned at 8:50 pm.

Moved by: Mr. Riviuccio Seconded by: Mr. Tobias Voice Vote: All Ayes

Respectfully submitted,

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

Staff Professional Development/Travel Expenditure Requests:

Staff Member	Workshop Title/Dest.	Dates	Reg & Fees	Justification for the Trip
William Stepka	NJ School Boards Convention, Atlantic City, NJ	10/21-24	Save: \$1,345	Reverse last month's approval: Due to deadlines for QSAC, the Audit, and Mid-Year Budget requirements, Mr. Stepka has decided to cancel this PD.
Laura Esposito	2025 Spring Conference NJTESOL/ Hyatt Regency New Brunswick, NJ (previously app. 9/24/24 without cost)	5/21/25	Title III \$325	National Conference for ESL educators
Samantha Selikoff	NJECC Monthly Meeting & Coach Meeting/ Montclair State University	10/18/24	Fee included with membership	Listen to guest speaker who will be talking about updates regarding AI then bring it back to our students.
Timothy Yobs	Indoor Air Quality/ Bergen County Fire & Law Academy	2/7/25	Free	CEU's for CEFM and training on air quality in schools.
Timothy Yobs	Integrated Pest Management/ Bergen County Fire & Law Academy	2/21/25	Free	CEU's for CEFM and training on pest management.
Maryann Medore	Dodge Poetry/ NJPAC, Newark, NJ	10/17/24 10/18/24	\$58.50 Mileage:\$45.87 Parking: \$38.00	Celebrate poetry as a catalyst for communities to advance much needed social change and to teach how to create spaces for empathy, healing, and repair for those who have experienced racism.
Helena Holmes	TESOL- Trainers' English Learner Institute Part III/ Virtual	12/12/24	\$250 Title III Grant	Expand understanding of SIOP and how to integrate the four domains of language into the design and delivery of lessons.

Student Field Trip Requests:

Grade	Teachers	Date	Time: Depart/ Return	Destination	# Of Students	# Of Adults	Cost	Justification for Trip
7th/8th ELA	Michael Leahy Cindy O'Brien	11/14/24	9:00 - 2:15 pm	Morris Hills High School	27	2	Free	Students will develop their performing arts skills with the literature they read in the advanced ELA class.
1	Dorothea Yobs Katrina Jacinto Heather Doering	10/29/24	10:00 - 1:15 pm	Rockaway Borough Library	59	9	Free	To provide students an opportunity to visit their local library, meet some of the librarians, and continue to develop a love of books and reading.
1	Dorothea Yobs Katrina Jacinto Heather Doering	6/6/25	8:45-11:00 am	Rockaway Borough Police Department / Heady Field	59	10	Free	To provide students with an opportunity to see, understand, and observe what our local police department does while being part of our community and community workers and to work on social skills by playing together at the community park.

District Events List:

School Activity	Loc./School	Date/Time	Participants	Adm./ Teacher/ Coach/ Advisor
TJ Talent Show	TJ Gymnasium	10/18/24 - 7:00-9:30 pm	TJ Students	Nicolas Bova / Janet Dobbs
Murder Mystery	TJ Gymnasium	10/25/24 - 9:00-2:45 pm	8th Grade Students	Cynthia O'Brien
STEM/CTE demonstration	TJ Gymnasium	12/18/24 - 8:30-9:30 am	8th Grade Students	MHRD- Program Director & Supervisor
Student Government Elections	Thomas Jefferson School	10/15/24	All TJ Students	Nicolas Bova