

# Rockaway Borough Board of Education

## REGULAR MEETING AGENDA

Thomas Jefferson School Cafeteria

95 East Main Street, Rockaway, NJ 07866

**Tuesday, March 27, 2018**

Executive Session: 6:30 PM

Referendum Public Input Meeting 2: 7:00 PM

Public Business Meeting: Approximately 7:30 PM

### 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.*

#### **1. Call To Order**

*The public portion of the meeting will be called to order at approximately 7:00 p.m., by Mrs. Christa Smith Board President, by reading the following announcement to those present:*

"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 place thereof advertised in the Daily Record and The Citizen newspapers, posted our district website, and posted in other public places."

*Now please join us for the Pledge of Allegiance . . .*

#### **2. Roll Call**

Mrs. Sarah Concannon, Mrs. Colleen Grow, Mrs. Linda McGovern,  
Mr. Jeffrey Tobias and Mrs. Christa Smith, Board President.

Mrs. Phyllis Alpaugh, Superintendent of Schools

Mr. William Stepka, School Business Administrator/Board Secretary

#### **3. Referendum Public Hearing #2 Presentation/Input**

Mr. Greg Somjen, district architect of record, will review the status of the current projects to be submitted to the NJ Department of Education for inclusion in a Bond Referendum to be held on Tuesday, October 2, 2018.

Public input and questions are encouraged during this time.

4. Comments from the Public: Agenda Items Only, if any

5. Presentation of High Honor Roll Recipients

6. Spotlight on RAMS -- Laurie McGill

7. Superintendent's Report

- A. Principals' Reports
- B. Curriculum Report
- C. Technology Report
- D. Facilities Report
- E. Special Reports (if any)
- F. Upcoming Events

8. Committee Reports

- A. Education Committee
- B. Human Resources Committee
- C. Operations Committee

9. Business Administrator's Report

- A. Correspondence
- B. Highlights of Consent Agenda

10. Consent Agenda: (\* Minutes, Finance, Policy, Curriculum, and Personnel)

- A. *Be it resolved*, by the Rockaway Borough Board of Education to make all items, listed below, designated with an asterisk (\*) be part of the consent agenda and be approved:

Moved By:		Seconded By:		
Board Member	Roll Call Vote:	Aye	Nay	Abstain
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Linda McGovern				
Mr. Jeffrey Tobias				
Mrs. Christa Smith				

**11. Meeting Minutes**

- A. *\*Be it resolved* that the following Meeting Minutes be approved:  
February 13, 2018 Regular & Executive Sessions I & II  
February 27, 2018 Special Referendum Meeting 1

**12. Finance**

- A. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the manifest of Payrolls and Bills & Claims List from the Finance Committee as follows, which is on file in the Business Administrator's Office:

Bills & Claims List 3/27/18: \$934,273.75

- B. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve and accept the Budgetary Transfer Reports for the month of January 2018.
- C. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve and accept the Board Secretary's Financial Reports for the month of January 2018.

*I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of January 31, 2018 no budgetary line item has been over-expended in violation of NJAC 6:23-2.11(a).*

*William Stepka, RSBA-School Business Admin/Board Secretary.*

- D. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to accept and approve the Treasurer of School Monies Financial Report for the month of January 2018.
- E. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the purchase of a 2018 - 18 horsepower John Deere Sub-Compact Utility Tractor, which includes bucket loader and backhoe attachments, utilizing NJESC contract number 15/16-08, from Power Place, Inc., of Rockaway, NJ, for the amount of \$19,800.00.
- F. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to authorize the trade in of the following equipment: a) an X530 residential lawn tractor, with spreader, mower deck, plow, and snowblower attachment to Power Place, Inc., of Rockaway, NJ, to utilize towards the acquisition of a hard "family" cab, with heater & side view mirror kit, for the 2017 John Deere Tractor, a value of \$3,833.76, and apply the trade in credit of \$1,600 and purchase it for \$2,233.79.

- G. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to accept a half-time preschool tuition student (#275) from Mine Hill Township Bd of Ed, effective March 13 to June 30, 2018 at an annual tuition rate of \$19,936 (50% of full-time rate - to be prorated from start date.) Mine Hill will be responsible for arranging & paying for daily transportation.
- H. *\*Be it resolved*, based upon the recommendation of the Superintendent and Business Administrator, to engage the professional architectural services of Parette Somjen Architects, LLC, of Rockaway, NJ, to provide any and all necessary architectural work associated with additional questions for a proposed public bond referendum, including 2 more NJDOE schematic drawings and applications, for the additions at Lincoln Elementary School (classrooms & new main office) and Thomas Jefferson Middle School (new gymnasium) at a fee not to exceed \$9,500 as per their proposal dated March 5, 2018.
- I. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the resolution for continued participation in the Sussex County Regional Transportation Cooperative, for out-of-district coordinated special education transportation, if needed, for the 2018-19 school year at their administrative fee of 4% for any services needed.
- J. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the resolution for continued participation in the Educational Services Commission of Morris County, for out-of-district coordinated special education transportation, if needed, for the 2018-19 school year at their administrative fee of 4% for any services needed.
- K. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the renewal of a resolution for the continued participation in the Alliance for Competitive Energy Services (ACES) from March 27, 2018 to May 2023(5 years) for the procurement of Electricity, comprised of the commodity itself and the delivery of such, utilizing Cooperative Pricing System ID#E8801-ACESCPS.
- L. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve the renewal of a resolution for the continued participation in the Alliance for Competitive Energy Services (ACES) from March 27, 2018 to May 2023(5 years) for the procurement of Natural Gas, comprised of the commodity itself and the delivery of such, utilizing Cooperative Pricing System ID#E8801-ACESCPS.

- M. *\*Be it resolved*, based upon the recommendation of the Business Administrator, to approve a purchased services lawn maintenance contract with Markovski Landscaping & Tree Service of Rockaway, NJ, in the amount of \$9,690.00 to perform "Landscape Management" as per their proposal dated February 6, 2018. Other quote rec'd: Fullerton Grounds Maintenance of Kenilworth, NJ for \$10,065, dated 2/14/18.
- N. *\*Be it resolved*, based upon the recommendation of the Business Administrator and Pomptonian Food Service, Inc., to approve the school Student Lunch Meal price of \$3.00 (up from \$2.85) and the Adult Lunch Meal price of \$3.50 (up from \$3.35) for the 2018-19 school year. (This increase will allow for the purchase of higher quality chicken products.)
- O. *\*Be it resolved*, based upon the recommendation of the Business Administrator, in accordance with NJSA 18A:22-8.1 and NJAC 6A:23-13.3(d), to recognize and approve an increase in the 2017-18 school budget by \$65,926 for additional state aid to be received, awarded in July of 2017, in revenue account Equalization Aid (10-3176) and appropriate the funds into the Health Benefits account (11-000-291-270). Thus the new original 2017-18 general expense current fund school budget will now be \$9,296,350.

### 13. \*Policy

- A. *\*Be it resolved*, to accept the Superintendent's Harassment, Intimidation and Bullying decision dated 3/6/18 for incident number L-2017-18-03.
- B. *\*Be it resolved*, to accept the Superintendent's Harassment, Intimidation and Bullying decision dated 3/9/18 for incident number TJ-2017-18-06.
- C. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve the revised calendar for the 2017-18 school year.
- D. *\*Be it resolved*, based on the recommendation of the Superintendent, to approve Mrs. Linda McGovern as a member of the DEAC for the 2017-18 school year. Mrs. McGovern will be replacing Mrs. Haynes as the Board of Education representative.

E. *\*Be it resolved*, based on the recommendation of the Superintendent, to approve Jamie Argenziano as the District Data Coordinator. This position is required for upcoming QSAC monitoring.

F. *\*Be it resolved*, to approve the SECOND and FINAL reading of the following policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	0169.2	Board Member Use of Social Networks	New
P	3437	Military Leave	Revised
P	4437	Military Leave	Revised
P	5516.01	Student Tracking Devices	New
R	7101	Educational Adequacy of Capital Projects	Revised
P	7425	Lead Testing of Water in Schools	New
P	7440	School District Security	Revised
R	7440	School District Security	Revised
P	7441	Electronic Surveillance in School Buildings and on School Grounds	Revised
R	7441	Electronic Surveillance in School Buildings and on School Grounds	Revised
P	8630	Bus Driver/Bus Aide Responsibility	Revised
R	8630	Emergency School Bus Procedures	Revised
P	9242	Use of Electronic Signatures	New

#### 14. **Curriculum**

A. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve the attached list of Professional Development/Travel Expenditure requests.

B. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve the attached list of Field Trip Requests.

C. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve a Child Study Team request to offer the following students an invitation to attend the 2018 Extended School Year as indicated in their IEPs:

Pre K	PALS Lincoln	MD Lincoln	K	1	2	3	4	5	6	7	MD TJ
244	259	169	979	260	267	968	128	400	185	216	3
206	247	193	227	252	246	217	144	178	1	273	13
266	232	177	256		221	194	183	170	250	274	57
261	225	204			249	167	269	12	139		270
228	275	198			155	268	182	271	239		222
	276						234	245			251
								203			
								186			
								272			
								200			

D. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve the Child Study Team request for payment of a Bilingual Social evaluation and a Battelle Developmental Inventory Evaluation, required by the State of New Jersey, for student #262, by Hillmar, LLC, at the cost of \$525.00 per evaluation for a total of \$1,050.00.

E. *\*Be it resolved*, to appoint Mrs. Linda McGovern to take a seat on the Education Committee, in lieu of Mrs. Grow for the remainder its term.

**13. \*Personnel**

- A. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve **Courtney Hartnett** as the mentor to **Erica Kim** at a yearly rate of \$550.00 (to be prorated) for the remainder of the 2017-18 school year.
- B. *\*Be it resolved*, based upon the recommendation of the Superintendent, to regretfully accept the resignation of **Cheryl Hennessy** as a Special Education teacher for the purpose of retirement effective July 1, 2018.
- C. *\*Be it resolved*, based upon the recommendation of the Superintendent, to adjust the employment contract for **Steven Bryant**, to pay for only 1.5 days and to accept his decision to leave the position after 1.5 days on the job, effective, March 15, 2018.
- D. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve **Kerri Anne Iapicca** as a Floating Substitute for the district, not to exceed four (4) days a week at a rate of \$95.00 per day effective April 1, 2018 through June 30, 2018. Mrs. Iapicca will be based at Lincoln School.
- E. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve **Stacy Fremeth** as a Floating Substitute for the district, not to exceed four (4) days a week at a rate of \$95.00 per day effective April 1, 2018 through June 30, 2018. Ms. Fremeth will be based at Thomas Jefferson School.
- F. *\*Be it resolved*, based upon the recommendation of the Superintendent, to amend the 2017-18 employment contract for **Michael Klein**, Buildings & Grounds Supervisor (non-exempt employee class), to include a \$30 monthly reimbursement for job related cellular smartphone & excess data consumption (to view school cameras) on his personal cellular smartphone, in lieu of providing a separate district owned cellular smartphone.
- G. *\*Be it resolved*, based upon the recommendation of the Superintendent, to approve **Dylan McBride** as a substitute custodian at an hourly rate of \$12.00 per hour effective March 28, 2018 for the remainder of the 2017-2018 school year.



**General Comments from the Public (Agenda & Non-Agenda Items):**

*As per RBBOE Policy 0167, public participation shall be governed by the following rules:*

- A. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;*
- B. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to not less than three minutes' duration;*
- C. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
- D. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member; The presiding officer may:  
Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;  
Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;  
Request any person to leave the meeting when that person does not observe reasonable decorum;  
Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;  
Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.*

**15. Old Business****16. New Business****Initial Introduction & Adoption of Tentative 2018-19 School Budget**

The Administration will provide a brief overview of the Tentative 2018-19 School Budget and will highlight the proposed enhancements/changes to educational programs, personnel, and overall tax rate impact.

**17. Next Meeting**

Tuesday, April 24<sup>th</sup>, 2018; Executive/Closed Session at 7:00 pm with the Public Portion to begin at approximately 7:30 pm. The annual School Budget Public Hearing for the 2018-19 school year will also be conducted.

**18. Motion to Adjourn**

There being no further business before the Board, the meeting is hereby adjourned.

Moved By:

Seconded By:

Voice Vote:

## Rockaway Borough Board of Education

### Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES	PURPOSE OF THE TRIP
P. Alpaugh	NJ Association of School Administrators, AC, NJ	5/16-18/18	Reg \$ Hotel \$ & mileage	Annual State Convention for Superintendents to attain the latest updated and information affecting every aspect of administering a public school district.
W. Stepka, N. Beiermeister, S. Patamia	Public School Contracts Law & Purchasing/ Bidding Procedures Morris Hills RHSD	5/15-16/18 & 5/22/18	\$-0-	In conjunction with the Morris Hills RHSD Consortium districts, to educate key district personnel of the latest updates to the Public School Contracts Law and regulation for school purchasing.
W. Stepka	56th Annual NJASBO Convention, AC, NJ	6/5-8/18	Reg \$275 Hotel \$255.53 & Mileage	Annual State Convention for Business Administrators to attain the latest update and information affecting every aspect of administering the financial affairs of a public school district.
W. Stepka, N. Beiermeister, S. Patamia S. Ascoli	CDK Budgeting/Accounting & Personnel Training Washington, NJ	5/1/18 & 5/8/18	\$100	To learn the overall Budgeting/Accounting & Personnel Software packages utilized by the district to better prepare for the 2018-19 school year changes and roll-over.
M. Klein	Achieve Sustainability In Your School Kenilworth, NJ	4/27/18	\$-0-	Sponsored by Atra Janitorial Supply Co, how to better use technology to achieve a green school district - 4 CEU Credits Issued
M. Klein	ESC NJ Annual Vendor Show Edison, NJ	5/23/18	\$-0-	ESC of NJ to showcase school vendor building & grounds equipment and materials. Ability to utilize state contracts issued by NJESC.
N. McCarter	Building the Beginning Readers Brain Morristown, NJ	3/15/18	\$-0-	** Nicole was told to attend this workshop as per Mr. Stepka, but add to the agenda for approval as original request was never received.
A.Barbone	Mental Health Issues in the Classroom Parsippany, NJ	4/9/18	\$199.99	Strategies for challenging behaviors related to ODD, ADHD, mood disorders, anxiety and depression in the classroom.
*A.Barbone	MCPA-Kids in Need-Emerging Trends Randolph, NJ	3/14/18	\$-0-	Keeping up to date on emerging trends is an essential component in being a school counselor & learning interventions for kids in need. *Was requested prior to the board meeting date changes
M.Kopetz	Carnegie Hall NYC workshop NYC, NY	4/8/18 4/9/18	\$-0-	Attend 3 workshops and receive critiques from professional clinicians and composers as a piano accompanist. Culminating with a performance at Carnegie Hall
D.Waxman S. Reyes	Why Most Schools and Municipalities are not Fully Prepared for a Lockdown Bridgewater, NJ	4/24/18	\$-0-	Inform on latest security measures in public school. Will help me as I assume role of SSS, as well.

## Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
1	Yobs Parent Orr	6/1/2018	8:45am/ 2:30pm	Liberty Science Center	57	17	\$12.75	To provide students with an opportunity for hands on learning while exploring various science exhibitions. Students will also participate, as well as observe science shows.
*MD	Zangara	3/20/18	9:45am/ 11:45am	Gencarelli Restaurant and Pizza Rockaway, NJ	8	7	\$6.00	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness. *Was requested prior to the board meeting date changes
7th G&T	Brodhecker	4/12/18	10:15am 1:40pm	Morris Hills HS Rockaway, NJ	12	1	\$-0-	Morris Hills host a Tech Day where students have the opportunity to participate in different problem solving activities.
8th updated	Onischuk/ Bogart	4/19/18 Rescheduled from 3/22/18 due to inclement weather. Board approved 2/18/18	8:30am 2:30pm	Health Fair Morris Knolls HS Denville, NJ	15	2	\$-0-	Participate in the annual MHRD Health Fair; gain valuable health- related knowledge/skills and present projects.
7th	Leahey DeFelice Schreck Bryne	4/27/18	8:00am 8:00pm	Philadelphia Franklin Institute and IMAX Philadelphia	69	8	\$58.00	Students will experience historic Philadelphia and a variety of sites that they have learned about during the year. In addition, they will make connections to physical, life, earth and space science.
MD	Zangara Byrne	5/1/18	9:30am 1:00pm	Absolute Fish McDonalds, Rockaway	10	5	\$5.00	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
MD	Zangara	4/12/18	10:00am 11:00am	Shoprite Rockaway, NJ	5	4	\$-0-	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
MD	Zangara	4/24/18	11:00am 12:00pm	QuickChek Rockaway, NJ	8	7	\$5.00	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
7th 8th	Byrne	5/16/18	7:45am 1:00-1:30 pm	Independence Twp Green Acres Recreation Complex. Great Meadows, NJ	20	2	\$-0-	Junior Solar Sprints Division 3 Race

7th 8th	Byrne	5/21/18	7:45am 1:00-1:30 pm	Ridgedale Middle School Florham Park, NJ	20	2	\$-0-	Junior Solar Sprints Inter County Final Race
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**(For posting in School Buildings:)**

The above **Professional Development/Travel Expenditure & Student Field Trips** were approved by the Board of Education on: