

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

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

Tuesday, November 27, 2018

Workshop Session: 6:30 PM

Executive Session (Private): 7:30 PM

Regular Monthly Business Meeting: 8:00 PM

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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.

1. Call To Order

The meeting was called to order at 6:35 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."

2. Board Member Roll Call

BOARD MEMBERS PRESENT: Three (3): Mr. Jeffery Tobias, Mrs. Linda McGovern, and Mrs. Christa Smith, Board President.

BOARD MEMBERS ABSENT: Two (2): Mrs. Colleen Grow (absent) and Mrs. Sarah Concannon (absent)

ADMINISTRATION PRESENT: Mrs. Phyllis Alpaugh, Superintendent of Schools, Mr. William Stepka, SBA/Secretary of the Board

OTHERS PRESENT: 4 District Administrators & 6 Staff Members

The Pledge of Allegiance was then held . . .

3. 6:30 PM: Workshop Session

The Board and Administration reviewed and discussed recommendations for approval listed on the Agenda and any other items brought before it for consideration. Formal action will be taken at the 8:00 PM Regular Meeting Session.

I. Administration Reports

- A. Lincoln Principal's Report
- B. TJ Principal's Report
- C. C&I Supervisor's Report
- D. B&G Supervisor's Report
- E. Technology Supervisor's Report

II. Agenda Items Review/Discussion

- A. Reviewed pertinent items recommended for approval.
- B. Discussed the approach to the 2019-20 School District Budget.
- C. Discussed items in Ref Q1 Projects Listing.

4. 7:20 PM: Motion to Adjourn Workshop Session and enter Executive Session

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing Negotiation matters between the Board and the RBEA, the nature of which will be made public when the need for confidentiality no longer exists. At the conclusion of the private portion, the Board will reconvene in Public Session.

Moved By: Mr. Tobias Seconded By: Mrs. McGovern Voice Vote: All Ayes

5. 7:59 PM: Motion to Adjourn Executive Session and Begin the Regular Meeting

There are now over 15 parents and many children in attendance.

Moved By: Mr. Tobias Seconded By: Mrs. McGovern Voice Vote: All Ayes

6. Student Government Organization and Oath of Office Ceremony

The Student Government Officers for the 2018-19 School Year were sworn-in to Office by Mr. Stepka, and the Officers, in turn, sworn-in their classroom representatives. Certificates were presented by TJ School Principal Mr. Waxman.

7. October 2, 2018 Defeated Building Referendum Questions (Session #10)

The Board & Administration echoed the comments shared by over 40 participants of the "Post Referendum Resident Feedback Meeting" held on Tuesday, November 13. Mr. Tobias stated that the first meeting of the "Referendum Advisory Committee" will meet on Tuesday, December 11 at 7:00 pm in the TJ Cafeteria.

8. Public Comment No. 1 on Agenda Items Only

There was none at this time.

9. Superintendent's Report

- A. Legislative Report – QSAC & PARRC Testing Testimony in Trenton.
- B. Special Report
- C. Upcoming Events – Dec Meeting: 19-20 School Calendar, & Honor Roll.

10. Business Administrator/Board Secretary's Report

- A. Correspondence Received Since the last Meeting:
 - 1) Morris County Clerk's Office: Ref Results & BOE Member Seats

11. Meeting Minutes

- A. Be it resolved, based upon the recommendation of the Business Administrator/Board Secretary, that the following Meeting Minutes be approved and accepted:

<u>October 16, 2018</u>	<u>November 1, 2018</u>
Workshop Session	Special Meeting
Executive Session	Executive Session Only
Regular Monthly Meeting	<u>November 13, 2018</u> Ref

12. Finance

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

Bills & Claims List 10/17/18 - 11/27/18: \$523,782.68

- B. Be it resolved, based upon the recommendation of the Business Administrator, to approve and accept the Budgetary Transfer Report for the months of August & September 2018.
- C. Be it resolved, based upon the recommendation of the Business Administrator, to accept and approve the Board Secretary's Financial Report for the months of August & September 2018.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of September 30, 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 months of August & September 2018.
- E. Be it resolved, based upon the recommendation of the Superintendent and Business Administrator, to approve the purchased services of Horizons Health Care, LLC, of Manalapan, NJ, to provide per diem nursing services at a rate of \$53 per hour, effective November 26, 2018 to June 30, 2019, as needed, and as per their quote dated November 12, 2018.

13. Personnel

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Staff Member Professional Development/Travel Expenditure requests.
- B. Be it resolved, based upon the recommendation of the Superintendent, to approve a paid temporary medical leave of absence request for Denise Jacobus, Nurse at Lincoln school, effective Thursday, November 29 to a return date of Wednesday, January 2, 2019. She will utilize banked sick days.

14. Curriculum/Students

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Student Field Trip requests.
- B. Be it resolved, to approve the Superintendent’s Harassment, Intimidation and Bullying decision dated October 2, 2018 for incident number TJ 2018-19 03.
- C. Be it resolved, to approve the Superintendent’s Harassment, Intimidation and Bullying decision dated November 13, 2018 for incident number TJ 2018-19 04.
- D. Be it resolved, based upon the recommendation of the Superintendent to approve the placement of the following Morris Hills High School students with district teachers as part of the Teacher Cadet Program which encourages interested students to consider a professional position in the education system:

Hannah Digangi	Mary Leslie, Preschool Teacher, Lincoln Elementary
Brianna Vidal	Dorothea Yobs, 1st grade Teacher, Lincoln Elementary
Madelyn Rich	Mihaela Tuluca, 2nd grade Teacher Lincoln Elementary
Margaret Lenehan	Christine Savini, Special Education Teacher, Lincoln Elementary

- E. Be it resolved, based upon the recommendation of the Superintendent, to approve a purchase of professional services with Ms. Elissa Rael, PT, MS, of Lake Hopatcong, NJ, to provide up to 5 Physical Therapy Evaluations, as needed, for \$300 each, for the 2018-19 school year.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve the following incoming special education tuition students and accompanying special education contracts with local sending boards of education for the 2018-19 school year as listed below:

<u>Student #</u>	<u>District</u>	<u>Program</u>	<u>Dates</u>	<u>Total Tuition</u>
278	Dover	ESY w Aide	7/2-8/10/18	11,225
278	Dover	PALS 10mo w Aide	9/1-6/30/19	57,872
247	Dover	ESY w Aide	7/2-8/10/18	11,225
247	Dover	PALS 10mo w Aide	9/1-6/30/19	57,872
177	Dover	ESY w Aide	7/2-8/10/18	11,225
177	Dover	MD 10mo w Aide	9/1-6/30/19	48,740
277	Mine Hill	ESY Preschool	7/2-8/2/18	2,686
275	Mine Hill	ESY w Aide	7/2-8/10/18	2,635
275	Mine Hill	PALS 10 mo w Aide	9/1-6/30/19	24,735 (half days)

15. Technology/Building & Grounds

- A. Be it resolved, based upon the recommendation of the Superintendent & Business Administrator, to renew the contract with CDW-G (AKA "Go-Guardian"), of Vernon Hills, IL, for student search engine monitoring for 410 chrome books (1:1 initiative), from January 1, 2019 to June 30, 2020 at a cost of \$11.97 per device, utilizing state contract NJPA 100614#CDW Software Only, for a total cost of \$4,907.70.
- B. Be it resolved, based upon the recommendation of the Superintendent & Business Administrator, to approve a contract with SAS - Specialty Answering Service, of King of Prussia, PA, to monitor students' Chromebook (only those issued by the district) usage during off-hours (weekdays: after 4 pm to 9 am, weekends & holidays: 24 hour coverage), and to contact the principal of the school, via phone call or text message, of any inappropriate/harmful google searches, at a monthly base cost of \$32 and then 95 cents for any email sent from Go-Guardian, effective approximately December 1, 2018 to June 30, 2019.

16. Policy

- A. Be it resolved, based upon recommendation of the Superintendent to approve the District Nursing Service Plan for the 2018-19 school year.
- B. Be it resolved based upon the recommendation of the Superintendent to approve the District Emergency Management Plan for the 2018-19 school year.
- C. Be it resolved, based upon recommendation of the Superintendent to approve the Bus Evacuation Drill Logs for Lincoln Elementary and Thomas Jefferson Schools for the 2018-19 school year.
- D. Be it resolved, based upon the recommendation of the Superintendent to accept the following **Future Ready Schools Pledge** as well as the **perspective team members**:

I, Phyllis Alpaugh, Superintendent of Rockaway Borough Schools, do hereby affirm the commitment of the school district to work with students, educators, families, community members, and the Future Ready School (FRS) network of support to continuously create learner-centered environments in all schools served by the district. In doing so, areas of focus include the following:

1. **Foster a culture of collaborative leadership.** FRS district leadership teams are composed of leaders at all levels who work collaboratively to transform teaching and learning to a more learner-centered approach.
2. **Provide rigorous academic content for all students to build life skills.** In a FRS district, curriculum, instruction, and assessment are tightly aligned with and designed to engage students in

- personalized, technology-empowered, deeper learning experiences that build lifelong learning skills.
3. **Empower personalized learning opportunities.** FRS districts strive to provide all educators with access to professional learning experiences that are personal and authentic.
 4. **Help schools and families transition to anytime, anywhere learning.** High quality, high speed technology and infrastructure within a FRS school district are essential to advancing authentic, learner-centric experiences.
 5. **Rethink the use of space and time.** Learner-centric experiences in a FRS district require changes in the way instructional time is allotted and how the learning space is designated.
 6. **Implement thoughtful data and privacy policies and protocols.** Data privacy and security are foundational elements of learner-centered digital learning. FRS districts ensure that sound data governance policies are enacted to ensure privacy, safety and security of confidential data.
 7. **Focus on long-term sustainability.** In FRS districts, the transition to learner-centered, technology-empowered experiences require strategic short and long-term budgeting as well as creative leveraging of resources.
 8. **Share and mentor the continuous improvement.** FRS districts understand that transformation is a process, not an event. No matter where FRS districts may fall on the implementation continuum, they are working diligently toward a system of continuous improvement district wide, with emphasis on its lowest performing schools and student subgroups.

Superintendent	Phyllis Alpaugh
Business Administrator	William Stepka
Supervisor of Curriculum & Instruction	Jamie Argenziano
School Board Member	Christa Smith
Librarian/Media Specialist	Diane Rounsaville
Elementary School Principal	Milissa Dachisen
Elementary School Teacher	Maryanne Medore
Middle School Principal	David Waxman
Middle School Teachers	Laurie McGill & Katelyn Sloane
District Technology Coordinator	Shaun Reyes
School Based Tech Instructor/Coach	Samantha Selikoff

Community Member	Rodney Seifert
Union Representative	Cynthia O'Brien
Middle School Student	Miranda Kawiecki

- E. Be it resolved, based upon the recommendation of the Superintendent and Business Administrator, to approve, accept and authorize the administration to submit to the Morris County Superintendent of Schools, the NJQSAC (NJ Quality Single Accountability Continuum) DPR's (District Performance Review) for the 2018-19 school year, which audit five areas of district performance (Instruction & Program, Fiscal Management, Governance, Operations and Personnel), in preparation for County Office on-site inspections and monitoring during this school year.

Addendum:

- 1) Be it resolved, based upon the recommendation of the Superintendent and Business Administrator, to approve the acceptance of, and enter into a contract for, a special education pre-kindergarten student placement for student #284, from Dover Public Schools, effective on or about December 10, 2018 to June 30, 2019 at a tuition rate of \$41,068 and another \$16,804 for a one-on-one aide, for the 2018-19 school year to be pro-rated from actual enrollment date.

- 2) Be it resolved, based upon the recommendation of the Superintendent, to rescind the following recommendation approved at the October 16th Board Meeting:
 "Be it resolved, based upon the recommendation of the Superintendent, to approve a paid medical leave of absence (by utilizing banked sick days) for Ms. Jennifer Marsh, Reading Specialists, for 6 to 8 weeks, beginning on Thursday, November 15, and returning on/about Tuesday, January 2, 2019, pending medical clearance from her doctor."

Consent Agenda:

move and vote on entire agenda & addendum in one motion:

Motion By: Mr. Tobias		Seconded By: Mrs. McGovern	
<u>Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Mrs. Sarah Concannon			Absent
Mrs. Colleen Grow			Absent
Mrs. Linda McGovern	Aye		
Mr. Jeffrey Tobias	Aye		
Mrs. Christa Smith	Aye		

All recommendations unanimously carried.

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

There was none at this time.

18. New Business

There was none at this time.

19. Next Regular Monthly Business Meeting

Tuesday, December 18, 2018:

6:30 pm to 7:30 pm: Workshop

7:30 pm to 8:00 pm: Executive Session

8:00 pm: Regular Monthly Business Meeting

20. Motion to Adjourn: 8:44 pm

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

Moved By: Mr. Tobias Seconded By: Mrs. McGovern Voice Vote: All Ayes

Respectfully submitted,

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

Rockaway Borough Board of Education
Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Laurie McGill Kristen Scimeca	Visiting Shongum Elementary School, Randolph, NJ	11/28/18	Free	Observing the LATI approach for grade 4 classroom, also for mentoring activity.
Christine Savini	Students who start school behind.. Fairfield, NJ	12/11/18	\$259 & mileage	Learn powerful strategies that can be used to accelerate the academic success of students who start school behind.
Jeri Hurley	Students who start school behind. Fairfield, NJ	12/11/18	\$259 Mileage: \$9.11	To gain strategies to accelerate academic success for students who come to our district lacking reading & language readiness skills.
Susan Tully	Suicide Self-Harm/ Parsippany, NJ	12/12/18	\$199 & mileage	For suicide/crisis prevention/intervention training.
Phyllis Alpaugh	QSAC Personnel DPR Review Session/ Somerset Cty BOE	11/15/18	Free Mileage: \$21.02	Gain important information regarding our upcoming QSAC evaluation.
Phyllis Alpaugh	McKinney-Vento Training/ Somerset County Office	12/5/18	Free Mileage: \$22.94	Keep up to date with current regulations that support homeless students within the district.
Michael Jones	Dickerson School Chester, NJ	12/14/18	Free	Enhance knowledge of subject matter, observe and articulate with elementary Physical Education and Health educators.
Susan Tully	HIB Training with Dave Nash	12/6/18	\$41	As the anti-bullying specialist, this training will help me fulfill the requirements of this position.
Milissa Dachisen	HIB Training with Dave Nash	12/6/18	\$41	As the anti-bullying specialist, this training will help me fulfill the requirements of this position.
Lisbeth Schnurman	SLP's: Enhance Therapy Effectiveness for Auditory Processing Discrete Memory, Attention Deficit Disorder, and Language Processing	1/8/19	\$269	Differentiating between APD, ADD, Memory Deficiencies and language processing. Learn treatment options specific and differentiated to APD and each related disorder.
Jeri Hurley	NJTESOL Spring Conference	5/29/19	Free Mileage:\$ 26.72	Obtain information on new state initiative, review varied resource material, attend workshops, and participate in professional meetings
Nancy Beiermeister	Transtable Jefferson Twp. BOE	11/27/18	Free	Meet with other transportation coordinators/supervisors to discuss transportation issues.
Milissa Dachisen	Restorative Classroom Management/ New Providence, NJ	12/12/18	\$145	19-20 school year- recess law goes into effect. This law requires strategies to "restorative justice". Training so that I can turn-key the strategies learned to my lunch/recess aides.
Helena Holmes	38th Annual Bilingual/ESL conference/ William Paterson University/ Wayne, NJ	12/7/18	\$135	Exploring best ways to meet the educational needs of ESL students by examining applied research and current pedagogical techniques.

Samantha Selikoff	Everyone Can Code/ New York, NY	12/17/18	\$0	I am excited to learn new ways to implement coding lessons across the grade levels.
Samantha Selikoff	Makerspaces by BER/ West Orange, NJ	11/28/18	\$259	I am currently working on redesigning the computer lab as a makerspace and this workshop is recommended.
Alexa Barbone	Safe School, Safe Futures: K-12 School Threat Assessment Training/ Morristown, NJ	11/15/18	\$0	Threat assessment training is becoming more and more important in recent years and is essential to be able to use it when we can.
Alexa Barone	Suicide Self-Harm/ Parsippany, NJ	12/12/18	\$199.99	Being the suicide intervention coordinator it is essential to have training in suicide/self harm.
David Waxman	Safe Schools, Safe Futures; Threat Assessment Training/ Morristown, NJ	11/15/18	\$0	Training for safety measures as school safety specialist for district.
Mike Onischuk	GMCJSCA Spring Meeting/ Denville, NJ. (was previously approved at Sept. 2018 board meeting as 4/7/19	4/17/19	\$0	All other info is the same as approved at September 2018 board of ed meeting.
Danielle Ferrone	Math Teacher Exchange Program/ Morris Hills HS/ Rockaway, NJ	12/11/18	\$0	Visiting HS teachers prior to recommendations to ensure proper placement of incoming freshman.
Helen Love	NJ Music Educators Assoc. 2019 State Conference/ East Brunswick, NJ	2/22/19	\$135	To provide professional development in music workshops to gain pertaining information for application in the classroom.
Helen Love	North Jersey Area Band Festival	12/8/18& 1/11/19	\$0	My attendance ensures continued membership in the North Jersey Area Band affiliation which in turn provide opportunities to our students, enabling them to participate in the Festival.
Danielle Ferrone	Restorative Discipline/ Fairfield, NJ	1/25/19	\$259	Learn practices for building productive learning environments with highly positive academic outcomes.
Samantha Selikoff	The Power of Mapping Date/ Liberty Science Center/ Jersey City, NJ	3/25/19	\$0	I would like to learn more about GIS (Geographic Information System) and how we can incorporate it into the curriculum.
Jennifer Marsh	Reading Recovery/ Ringoes, NJ	12/13/18	\$0	Continue to grow and develop as a reading instructor.
Phyllis Alpaugh	Are You Future Ready work session. NJSBA Headquarters, Trenton, NJ	1/24/19	\$0 Mileage: \$38.38	Work sessions will engage participants in the process of creating or enhancing digital learning environments.
David Waxman	TECHSPO/ Harrah's/ Atlantic City, NJ	1/31-2/1/19	\$450 \$95-Hotel Mileage: \$98.58	Aligned with 1:1 chromebook initiative and inclusion of makerspace, stem and tech initiatives.
Phyllis Alpaugh	I-Steem Army Educators Tour/ Picatinny Arsenal	12/11/18	\$0	Program will provide demonstrations of ARMY STEM as well as possible resources and opportunities for local schools. (rescheduled date, approved at August 2018 board meeting)
Shaun Reyes	TECHSPO/ Harrah's Atlantic City, NJ	1/31-2/1/19	\$450 \$95- Hotel Mileage: \$98.58	At this event, I learn about the future of technology for our school district. I partake in classes and lessons on items we might have already and for things that we will be getting in our district.

Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENT	REASON FOR TRIP
7-8	Love	11/14/18	9:15am/ 2:45pm	Morris Hills High School	20	1-2	FREE	TJ theater students will attend an open dress rehearsal of the MHHS Fall Drama production. A theater arts workshop will follow.
3	Izzo Parry Schumacher	5/23/19	8:00am/ 3:00pm	Bronx Zoo Bronx, NY	51	28	\$40	To enhance the student's 3rd grade curriculum knowledge of animal classification, behavior, habitats and adaptations.
4	Fowler Blackadar Rich	6/4/19	9:30am/ 2:00pm	Sterling Hill Mining Museum/Ogdensburg, NJ	50	12	\$29	To enhance the students' knowledge of rocks and minerals.
MD	Zangara Smith	12/11/18	9:00am 12:30pm	Cinepolis Succasunna, NJ	13	9	\$11	To enhance our curriculum with real world connections and interdisciplinary math skills as well as foster growth in college and career readiness.
APE MD	Onischuk Zangara	12/12/18 Snowdate: 12/19/18	9:50am 1:30pm	Rockaway Lanes & M&S II Pizza Rockaway, NJ	6	6	\$0	Celebration of reaching our in-class exercise goals; taking a class to learn a sport in a non-traditional PE setting.