

**Rockaway Borough Board of Education
Reorganization Meeting
Minutes
Thomas Jefferson School
Rockaway, NJ
May 13, 2014
7:30 PM**

I. Call to Order and Flag Salute

The meeting was called to order by Edward J. Appleton, Interim School Business Administrator/Board Secretary

II. Oath of Office

Mr. Appleton administered the oaths of office to Eileen haines and Tim Lugo

III. Notice of Announcement:

In accordance with the Open Public Meeting Act, The Rockaway Borough Board of Education has provided adequate notice of this meeting to be posted and published by having the time, date and place thereof advertised in the Daily Record and The Citizen.

IV. Roll Call

Board Members Present: Laura Lugo, Debra McNally, Tim Rogers, Eileen Haynes

Board Member Absent: Christa Smith

Administration Present: Interim Superintendent of Schools Dennis Mack,

Interim School Business Administrator/Board Secretary Edward J. Appleton

V. Results of Election:

a. For (2) three year terms for membership on the Board of Education:

	POLLS	WRITE –IN	ABSENTEE	TOTAL
Eileen Haynes	149	0	2	151
Tim Rogers	143	0	2	145
Russ Greuter		2		2
Debbi O'Connor		1		1
Russ Perry		1		1
Rob Grow		1		1
Kathleen Haynes		1		1
Rueben Fuentes		2		2

b. That there should be raised for the General Fund Budget of \$7,499,347 for the ensuing school year 2014-2015:

	POLLS	ABSENTEE	TOTAL
YES	177	1	178
NO	69	1	70

VI. Nominations for President:

Nominee: Debra McNally

Nomination by: Eileen Haines

Seconded by: Tim Rogers

The Motion was approved by a unanimous roll call vote.

At this point, the meeting was turned over to Board President Debra McNally.

VII. Nomination for Vice President:

Nominee: Laura Lugo

Nomination by: Eileen Haines

Seconded by: Tim Rogers

The Motion was approved by a unanimous roll call vote.

VIII. Appointment by President of Chairperson and Co-Chairperson of the Finance Committee:

Chairperson: Laura Lugo

Co-Chairperson: Tim Rogers

IX. Appointment of the Morris County Education Services Commission Assembly Representative pursuant to 18A: 6-53:

Representative: Christa Smith

X. Appointments:

1. Committee Appointments by President for the 2014-2015 School Year

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>
Building & Grounds	Tim Rogers	Eileen Haines
Public Relations	Debra McNally	Laura Lugo
Personnel	Debra McNally	Christa Smith
Insurance	Eileen Haines	Tim Rogers
Curriculum	Laura Lugo	Debra McNally
Policy	Christa Smith	Eileen Haines

Representatives to Organizations

New Jersey School Boards Association	Eileen Haines	
Morris County School Boards Association	Eileen Haines	
Home and School Association	Christa Smith	
Rockaway Borough Council	Debra McNally	
Recreation Committee	Tim Rogers	
New Jersey School Boards Legislation	Laura Lugo	
New Jersey School Boards Negotiations	Tim Rogers	Eileen Haines
New Jersey School Boards Policy	Laura Lugo	

- A. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments for the 2014-2015 school year:

Edward J. Appleton	Interim Business Administrator/Board Secretary, ADA Coordinator/Title IX Coordinator, Affirmative Action Officer, Asbestos Management and PEOSA Officer/Coordinator, Right to Know Officer, Indoor Air Quality Designee, Custodian of Record, IPM Coordinator
Dennis Mack	Interim Superintendent of Schools
Melissa Nestor	Treasurer of School Monies
Phyllis Alpaugh	504 Coordinator, DYFS Liaison, Homeless Liaison
Mark Schwarz	PARCC

The motion was approved by a unanimous roll call vote (Haines/Lugo).

- B. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments for the 2014-2015 school year:

1. Vincent Montanino of the firm of VM Associates, Inc., Mt. Arlington, New Jersey, as School Auditor
2. David Sgalia, Henry O. Baker Inc. of Dover, New Jersey as the District Insurance Agent
3. Kellen Chapin, Chapin Architectural Services of Netcong, New Jersey as the district Architect
4. Dr. Jean-Paul Bonnet, Skylands Medical, School Physician
5. Anthony P. Sciarillo of Lindabury, McCormick, Estabrook & Cooper, P.C. as the district Negotiator.
6. Mark Wenczel of the firm Gaccione, Pomaco & Malanga, in Belleville, NJ as General Counsel.
7. Nathanya Simon of the firm Schwartz Simon Edelstein and Celso LLC, Whippany, NJ as Special Education Counsel

These firms have been selected based on their professional experience and prior performance for the board of education.
The motion was approved by a unanimous roll call vote (Haines/Lugo).

- C. Be it resolved by the Rockaway Borough Board of Education to appoint Edward J. Appleton Interim School Business Administrator, as the Purchasing Agent for the district according to the rules and regulations of P.L. 1999 c.440; and the Purchasing Agent is authorized to award contracts up to his bid threshold of \$36,000.00 and establish the quote threshold at \$5,400.00 or the amount designated by the State of New Jersey pursuant to NJSA 18A:18A-3.
The motion was approved by a unanimous roll call vote (Haines/Lugo).

- D. Be it resolved by the Rockaway Borough Board of Education to authorize the Interim School Business Administrator to open a Petty Cash account in July 2014. The account will be maintained in accordance with Board Policy #6620 – Petty Cash.
The motion was approved by a unanimous roll call vote (Haines/Lugo).

- E. Be it resolved by the Rockaway Borough Board of Education to authorize the Interim School Business Administrator and Interim Superintendent of Schools to make payments between Board of Education Meetings in accordance with Board Policy #6470 – Payment of Claims.
The motion was approved by a unanimous roll call vote (Haines/Lugo).

- F. Be it resolved by the Rockaway Borough Board of Education to approve the following 403(b) and 457(b) providers:

403 (b)

The Equitable – Equi-Vest
Lincoln National
Metropolitan Life
Lincoln Investments

457 (b)

Metropolitan Life
The Equitable – Equi-Vest

The motion was approved by a unanimous roll call vote (Haines/Lugo).

- G. Be it resolved by the Rockaway Borough Board of Education to authorize the Superintendent to approve budgetary transfers between Board Meetings in accordance with Board Policy #6470 – Budget Transfers.
The motion was approved by a unanimous roll call vote (Haines/Lugo).
- H. Be it resolved by the Rockaway Borough Board of Education to acknowledge receipt of and have discussed Title 18A:12-24.1, Code of Ethics for School Board Members.
- I. Be it resolved by the Rockaway Borough Board of Education to authorize the purchase items from New Jersey State Contract Vendors. The motion was approved by a unanimous roll call vote (Haines/Lugo).

XI. Policy

1. Be it resolved by the Rockaway Borough Board of Education to readopt the previously adopted Board policy manual and bylaws.

The motion was approved by a unanimous roll call vote (Haines/Rogers).

XII. ***Curriculum/Services *******

- A. Be it resolved by the Rockaway Borough Board of Education that the following previously adopted curricula and services be adopted for the 2014-2015 school year.

Curricula – Mathematics, Mathematics – Common Core (K-2), Algebra, Language Arts Literacy, English Language Arts – Reading, English as a Second Language, Social Studies, Science, Comprehensive Health & Physical Education (Substance Abuse Prevention, Family Life), 21st Century Life and Careers (Guidance), Visual and Performing Arts (Art, Vocal Music, Instrumental Music (Grades 4 –8), World Languages-Spanish (Grades K-8), Library, Special Education, Guidance, Technology, Pre-School (The Creative Curriculum for Preschool).

Services – Nurse, Child Study Team, Guidance (K through 8), Library, services and programs for Handicapped Students, Home Instruction, Gifted and Talented, Extra Curricular Athletics (grades 5 through 8), Services to Non-Public Schools, Non-Public School Textbooks, English as a Second Language (ESL), Intra-murals, Yearbook, Student Government Organization, School Musical (Thomas Jefferson Play), and all other activities that normally occur during the course of the school year.

The motion was approved by a unanimous roll call vote (Haines/Lugo).

- B. Be it resolved by the Rockaway Borough Board of Education that all previously adopted textbooks be readopted for the 2014-2015 school year.

The motion was approved by a unanimous roll call vote (Haines/Lugo).

XIII. Designations

- A. Be it resolved by the Rockaway Borough Board of Education to designate the Daily Record as the official newspaper of the Rockaway Borough Board of Education and the Citizen as the alternate.

B.

The motion was approved by a unanimous roll call vote (Haines/Rogers).

- C. Be it resolved by the Rockaway Borough Board of Education that the following signatories be approved for the accounts listed below for the 2014-2015 school year

<u>Account</u>	<u>Bank</u>	<u>Acct. Number</u>	<u>Signatures</u>
Lincoln School Student Activity Account	Sovereign Bank	1431078689	Lincoln School Principal and Board Secretary or Superintendent of Schools
Thomas Jefferson School Student Activity Account	Sovereign Bank	01431055956	Thomas Jefferson School Principal and Board Secretary or Superintendent of Schools
Rockaway Borough Cafeteria Account	Sovereign Bank	1432020595	Board Secretary and Superintendent of Schools
Rockaway Borough Board of Education Cafe Checking Account	Sovereign Bank	0321163192	Board Secretary and Superintendent of Schools

Treasurer's Account	Sovereign Bank	1431048437	Board President or Board Vice President and Board Secretary or Superintendent of Schools and Treasurer of School Monies
Petty Cash Account	Sovereign Bank	1431055964	Board Secretary and Superintendent of Schools
Payroll Account	Sovereign Bank	1431048445	Treasurer of School Monies and Board Secretary or Superintendent
Agency Account	Sovereign Bank	1431048453	Treasurer of School Monies and Board Secretary or Superintendent
Unemployment Insurance	Sovereign Bank	1431060577	Board Secretary or Superintendent of Schools
Referee Account	Sovereign Bank	1431055948	Board Secretary and Superintendent of Schools
SGO Account	Sovereign Bank	1434023923	Board Secretary and Superintendent of Schools
Unemployment Insurance Trust	NJ Cash Management Fund	65617	Board Secretary and Superintendent of Schools
Rockaway Borough Board of Education Hall of Fame Committee Account	Sovereign Bank	1431089354	Board Secretary and Superintendent of Schools
Treasurer's Account	NJ Cash Management Fund	51241	Board Secretary and Superintendent of Schools
Capital Reserve Account	Sovereign Bank	1432020587	Board Secretary and Superintendent of Schools
Washington DC Trip	Sovereign Bank	1431092576	Board Secretary and Superintendent of Schools or Thomas Jefferson School Principal
Willow Tree Account	Sovereign Bank	1431094269	Board Secretary and Superintendent of Schools or Thomas Jefferson School Principal
Flex Spending Account	Sovereign Bank	1821093224	Board Secretary or Superintendent of Schools and Treasurer

The motion was approved by a unanimous roll call vote (Haines/Rogers).

- D. Be it resolved by the Rockaway Borough Board of Education that the following agencies be named as legal depositories for funds of the Rockaway Borough Board of Education.

Ocwen Federal Bank
Bank of New York
PNC Bank
Summit Trust
Lakeland State Bank
Valley National
Santander Bank
Cenlar Federal Savings Bank
New Jersey Cash Management Fund

The motion was approved by a unanimous roll call vote (Haines/Rogers).

XIV. Meeting Schedule

- A. Be it resolved by the Rockaway Borough Board of Education to establish the following schedule of meetings for the Period of May 2014 to April 2015. Be it further resolved that the Board Secretary/Business Administrator be authorized to publish the schedule of meetings in the Daily Record and The Citizen.

<u>Work Session Meetings</u>	<u>Regular Meetings</u>
May 27, 2014	(Combined Work Session/Regular)
June 17, 2014	(Combined Work Session/Regular)
July 22, 2014	(Combined Work Session/Regular)
August 26, 2014	(Combined Work Session/Regular)
September 9, 2014	September 16, 2014
October 14, 2014	October 21, 2014
November 11, 2014	November 18, 2014
December 9, 2014	December 16, 2014
January 13, 2015	January 20, 2015
February 10, 2015	February 24, 2015
March 10, 2015	March 25, 2015
April 14, 2015	April 22, 2015
May 5, 2015	Reorganization Meeting

The motion was approved by a unanimous roll call vote (Lugo/Haines).

XV. Tax Payment Schedule

- A. Be it resolved by the Rockaway Borough Board of Education to approve the following monthly school property tax payments from the Borough of Rockaway on the first of each month:

July 2014	\$624,952.00
August 2014	\$624,945.00
September 2014	\$624,945.00
October 2014	\$624,945.00
November 2014	\$624,945.00
December 2014	\$624,945.00
January 2015	\$624,945.00
February 2015	\$624,945.00
March 2015	\$624,945.00
April 2015	\$624,945.00
May 2015	\$624,945.00
June 2015	\$624,945.00
TOTALS	\$7,347,916.00

The motion was approved by a unanimous roll call vote (Lugo/Haines).

Respectfully submitted,

Edward J. Appleton
Interim School Business Administrator/
Board Secretary

