

**ROCKAWAY BOROUGH BOARD OF EDUCATION  
ROCKAWAY, NEW JERSEY  
THOMAS JEFFERSON SCHOOL  
REORGANIZATION MEETING  
MAY 3, 2011**

**I. Call to Order and Flag Salute**

The meeting was called to order at 7:32 p.m. by School Business Administrator/Board Secretary, Joseph P. Hurley Jr.

**II. Oath of Office**

Mr. Hurley, swore in Eileen Haynes and Tim Rogers.

**III. Notice of Announcement**

In accordance with the Open Public Meetings Act, the Rockaway Borough Board of Education has provided adequate written notice of the time, date and place of this meeting to the Daily Record and The Citizen.

**IV. Roll Call**

**Board Members Present:** Eileen Haynes, Laura Lugo, Debra McNally Tim Rogers and Christa Smith.

**Board Members Absent:** N/A

**Administration Present:** Superintendent of Schools, Dr. Patrick Tierney and School Business Administrator/Board Secretary, Joseph P. Hurley Jr.

**V. Results of Election:**

a. For two (3) three-year terms on the Board of Education:

	POLLS	WRITE –IN	ABSENTEE	TOTAL
Eileen Haynes	408	0	4	412
Timothy Rogers	375	0	4	379

b. That there should be raised for the General Fund Budget of \$6,989,235 for the ensuing school year 2011-2012:

	POLLS	ABSENTEE	TOTAL
<b>YES</b>	<b>386</b>	<b>3</b>	<b>389</b>
NO	214	6	220

**VI. Nominations for President**

Nominee: Tim Rogers

Nomination by: Debbie McNally

Seconded by: Eileen Haynes

The motion was approved in a unanimous roll call vote.

At this point the meeting was turned over to Board President, Tim Rogers.

**VII. Nominations for Vice President**

Nominee: Debbie McNally

Nomination by: Eileen Haynes                      Seconded by: Tim Rogers

The motion was approved in a unanimous roll call vote.

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

Chairperson: Laura Lugo

Co-Chairperson: Debbie McNally

The motion was approved in a unanimous roll call vote.

**IX. Nomination for the Morris County Education Services Commission Assembly Representative pursuant to 18A: 6-53:**

Nominee: Eileen Haynes

Nomination by: Eileen Haynes                      Seconded by: Christa Smith

The motion was approved in a unanimous roll call vote.

**X. Appointments**

1. Committee Appointments by President for the 2011-2012 School Year:

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

<u>Representatives to Organization</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>
New Jersey School Boards Association	Eileen Haynes	None
Morris County School Boards Association	Debra McNally	None
Home and School Association	Laura Lugo	None

Rockaway Borough Town Council	Christa Smith	None
Recreation Committee	Tim Rogers	None
New Jersey School Boards Legislation	Debbie McNally	None
New Jersey School Boards Negotiations	Eileen Haynes	Tim Rogers
New Jersey School Boards Policy	Laura Lugo	None

2. Be it resolved by the Rockaway Borough Board of Education to approve Appointments Items A - I.

The motion was approved in a unanimous roll call vote. (Haynes/McNally)

A. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments for the 2011-2012 school year:

Joseph P. Hurley Jr.	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
Dr. Patrick Tierney	Superintendent of Schools, DYFS Liaison, Homeless Liaison
Melissa Nestor	Treasurer of School Monies
Phyllis Alpaugh	504 Coordinator

B. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments for the 2011-2012 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, School Physician
5. Garry Whalen or any member of the firm Taylor, Whalen and Hybbeneth as the district Negotiator.
6. Mark Wenczel of the firm Gaccione, Pomaco & Malanga, in Belleville, NJ as District Attorney.

These firms have been selected based on their professional experience and prior performance for the board of education.

C. Be it resolved by the Rockaway Borough Board of Education to appoint Joseph P. Hurley Jr., 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.

D. Be it resolved by the Rockaway Borough Board of Education to authorize the School Business Administrator to open a Petty Cash account in July 2011. The account will be maintained in accordance with Board Policy #6620 – Petty Cash.

- E. Be it resolved by the Rockaway Borough Board of Education to authorize the School Business Administrator and Superintendent of Schools to make payments between Board of Education Meetings in accordance with Board Policy #6470 – Payment of Claims.
- F. Be it resolved by the Rockaway Borough Board of Education to approve the following 403(b) and 457(b) providers:
 

<p><b>403 (b)</b>            The Equitable – Equi-Vest            Lincoln National            Metropolitan Life</p>	<p><b>457 (b)</b>            Metropolitan Life            The Equitable – Equi-Vest</p>
---	---
- 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 #6642 – Budget Transfers.
- 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.

**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 in a unanimous roll call vote. (Lugo/Smith)

**XII. Curriculum/Services**

Be it resolved by the Rockaway Borough Board of Education to approve Curriculum/Services Items A - B.

The motion was approved in a unanimous roll call vote. (Smith/Haynes)

- A. Be it resolved by the Rockaway Borough Board of Education that the following previously adopted curricula and services be adopted for the 2011-2012 school year.

**Curricula** – Visual & Performing Arts, Language Arts Literacy, Mathematics, Technology, Social Studies, Science, Comprehensive Health and Physical Education, 21<sup>st</sup> Century Life & Careers, World Language-Spanish, Guidance, The Creative Curriculum for Preschool.

**Services** – Nurse, Child Study Team, Guidance (PK through 8), Library, services and programs for Handicapped Students, Home Instruction, Gifted and Talented, Extra Curricular Athletics (grades 6 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.

- B. Be it resolved by the Rockaway Borough Board of Education that all previously adopted textbooks be readopted for the 2011-2012 school year.

**XIII. Designations**

Be it resolved by the Rockaway Borough Board of Education to approve Designation Items A - C.

The motion was approved in a unanimous roll call vote. (McNally/Smith)

- 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. Be it resolved by the Rockaway Borough Board of Education that the following signatories be approved for the accounts listed below for the 2011-2012 school year

<u>Account</u>	<u>Bank</u>	<u>Account Number</u>	<u>Signatures</u>
Lincoln School Student Activity Account	Sovereign Bank	1431078689	A School Principal and Board Secretary or Superintendent of Schools
Thomas Jefferson School Student Activity Account	Sovereign Bank	1431055956	A School Principal and Board Secretary or Superintendent of Schools
Rockaway Borough Cafeteria Account	Sovereign Bank	1432020595	Board Secretary and Superintendent of Schools
Rockaway Borough Cafe Checking Account	Sovereign Bank	0321163192	Board Secretary and Superintendent of Schools
Treasurer's Account	Sovereign Bank	1431048437	Board President or 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 and 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 Mgmt	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 Account	Sovereign Bank	1431092576	Board Secretary or Superintendent of Schools and a Principal
Willow Tree Account	Sovereign Bank	1431094269	Board Secretary or Superintendent of Schools and a Principal

- C. 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 Bank  
Sovereign Bank  
Cenlar Federal Savings Bank

**XIV. Meeting Schedule**

1. Be it resolved by the Rockaway Borough Board of Education to establish the following schedule of meetings for the Period of May 2011 to April 2012. 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.

Work Session Meetings

None.  
None.  
None.  
None.  
None.  
None.  
None.  
None.  
None.  
None.  
Thursday, February 9, 2012  
Thursday, March 8, 2012  
Tuesday, April 10, 2012

Regular Meetings

Tuesday, May 10, 2011  
Tuesday, June 14, 2011  
Thursday, July 12, 2011  
Thursday, August 11, 2011  
Thursday, September 15, 2011  
Tuesday, October 18, 2011  
Tuesday, November 15, 2011  
Tuesday, December 13, 2011  
Thursday, January 19, 2012  
Thursday, February 16, 2012  
Thursday, March 15, 2012  
Tuesday, May 1, 2012

The motion was approved in a unanimous roll call vote. (Smith/Haynes)

**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 2011	\$582,436.25
August 2011	\$582,436.25
September 2011	\$582,436.25
October 2011	\$582,436.25
November 2011	\$582,436.25
December 2011	\$582,436.25
January 2012	\$582,436.25
February 2012	\$582,436.25
March 2012	\$582,436.25
April 2012	\$582,436.25
May 2012	\$582,436.25
June 2012	\$582,436.25
<b>TOTALS</b>	<b>\$6,989,235.00</b>

The motion was approved in a unanimous roll call vote. (Rogers/Smith)

**Rockaway Borough Board of Education**  
**Rockaway, New Jersey**  
**Regular Public Meeting**  
**Thomas Jefferson School**  
**May 3, 2011**  
**7:30 PM**

**I. Superintendent's Report**

1. Principal's Reports – Ms. Alpaugh and Ms. Rehman discussed the events that took place in their schools.
2. Enrollment – Dr. Tierney discussed enrollment with the Board and pointed out that the total enrollment is currently 674.
3. PALS Aides Training – Dr. Tierney discussed training for the aides.
4. Legislative Update – Dr. Tierney updated the Board.
5. Key Issues Update – Dr. Tierney updated the Board.
6. Student Apologies – Dr. Tierney informed the Board that he received the letters of apology from the two students who defiled the teacher's lounge.
7. Code of Ethics – Dr. Tierney discussed the "Code of Ethics for Board Members".
8. Business Administrator Contract 30 Day Notification – The Contract will be discussed at the June 14, 2011 Board of Education Meeting.
9. June 20<sup>th</sup> Graduation/June 21<sup>st</sup> Last Day of School
10. Facilities – Dr. Tierney and Mr. Hurley discussed the fence repairs at the Lincoln School and the Thomas Jefferson School, the dishwashers and the floor removal at the Lincoln School. Mr. Hurley informed the Board that the Rockaway Borough Fire Chief, William Hopler contacted him. Mr. Hopler asked if the fire department could use the Lincoln School for a drill after school ends in June. Mr. Hurley recommended allowing them. The Board agreed.
11. Math Textbooks – Dr. Tierney discussed the purchase of new math textbooks.
12. Special Education Consortium – Dr. Tierney informed the Board that the contract is being reviewed by Morris Hills Regional High School's attorney.
13. Staff Assignments – Dr. Tierney reviewed the 2011-2012 assignments with the Board.

**II. Comments from the Public**

Ms. Sexton asked if a computer class will ever come back. Dr Tierney said he is not against it, but thinks it should be integrated into a standard classroom setting.

**III. Approval of Minutes**

Motion to approve the minutes from the March 10 and 24, 2011 meetings of the Rockaway Borough Board of Education.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

**IV. Bill Manifest**

Motion to approve the manifest of bills from the finance committee as follows:

April: \$941,435.03

The regular register is on file in the Office of the School Business Administrator/Board Secretary.

The motion was approved in a unanimous roll call vote. (Haynes/Lugo)

**V. Budget Transfers**

Motion to approve the attached list of budget transfers.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

**VI. Approval of Major Account and Line Item Status**

Motion to approve the Certification of Major Account and Line Item Status

The motion was approved in a unanimous roll call vote. (Lugo/Smith)

**VII. Committee Reports**

**A. FINANCE**

Be it resolved by the Rockaway Borough Board of Education to approve Finance Items 1-16.

The motion was approved in a unanimous roll call vote. (Haynes/Smith)

1. Be it resolved by the Rockaway Borough Board of Education to approve the Board Secretary and Treasurer’s Reports for March 2011.
2. Be it resolved by the Rockaway Borough Board of Education to approve the March 2011 Cafeteria Reconciliation Report.
3. Be it resolved by the Rockaway Borough Board of Education to approve the attached Professional Development requests.
4. Be it resolved by the Rockaway Borough Board of Education to approve entering into a contract with the Educational Services Commission of Morris County for the 2011-2012 school year to provide nonpublic nursing services to St. Cecelia, Sacred Heart and the Kiddie Academy. Funds will be provided by the Non-Public Nursing State Aid.
5. Be it resolved by the Rockaway Borough Board of Education to accept the following bids for the purchase and installation of two dishwasher units, pursuant to 18A: 18A-3, Public School Contract Law.

Economy Paper and Restaurant Supply	\$11,015.75
Singer Equipment Co.	\$13,076.00
Service Plus	Did not respond

6. Be it resolved by the Rockaway Borough Board of Education to award the contract for the purchase and installation of two dishwasher units to Economy Paper and Restaurant Supply, Clifton, NJ, in the amount of \$11,015.75,pursuant to 18A: 18A- 37.
7. Be it resolved by the Rockaway Borough Board of Education to accept the following bids for repairs of a fence at the Thomas Jefferson School, pursuant to 18A: 18A-3, Public School Contract Law.

Absolute Fence Services, LLC	\$6,350
Colony Fence Company	\$6,500
Essex Fence Company, LLC	\$8,174

8. Be it resolved by the Rockaway Borough Board of Education to award the contract for the repairs of a fence at the Thomas Jefferson School to Colony Fence Company, Dover ,NJ in the amount of \$6,350.00 pursuant to 18A: 18A- 37.
9. Be it resolved by the Rockaway Borough Board of Education to approve the extension of the contract with PG Chambers for physical therapy services and addition of occupational therapy services for six week extended school year.
10. Be it resolved by the Rockaway Borough Board of Education to approve NJCIE to provide a Behavior Plan evaluation for Student #57 at a rate to be determined, but not exceed \$900.
11. Be it resolved by the Rockaway Borough Board of Education to approve the continuation of Home Instruction for non public student (#207) for 5 hours per week retroactive to 3/1/2011 through 4/30/2011 at an hourly rate of \$35.27.
12. Be it resolved by the Rockaway Borough Board of Education to approve the second amendment to IDEA application for FY 2011 IDEA application.
13. Be it resolved by the Rockaway Borough Board of Education to accept the following bids for repairs of a fence and wall at the Lincoln School playground, pursuant to 18A: 18A-3, Public School Contract Law.

Absolute Fence Services, LLC	\$21,550
Colony Fence Company	\$22,900
Essex Fence Company, LLC	\$29,090

14. Be it resolved by the Rockaway Borough Board of Education to award the contract for the repairs of a fence at the Lincoln School to Absolute Fence Services, LLC, Lincoln Park, NJ, in the amount of \$21,550.00 pursuant to 18A: 18A- 37.
15. Be it resolved by the Rockaway Borough Board of Education to accept the following bids for floor repairs at the Lincoln School, pursuant to 18A: 18A-3, Public School Contract Law.

Greenwood Abatement	Did not submit
Karl & Associates	Did not submit
National Flooring Removal and Replacement	\$8,000

16. Be it resolved by the Rockaway Borough Board of Education to award the contract for floor repairs at the Lincoln School to National Flooring Removal and Replacement, Augusta, NJ, in the amount of \$8,000.00 pursuant to 18A: 18A- 37.

**B. PERSONNEL**

1. Be it resolved by the Rockaway Borough Board of Education to approve Darlene Klus and Lenore Jones as substitute teachers for the remainder of the 2010-2011 school year at a rate of \$80.00 per day.

The motion was approved in a unanimous roll call vote. (McNally/Haynes)

**C. CURRICULUM**

1. Be it resolved by the Rockaway Borough Board of Education to approve the attached field trip requests.

The motion was approved in a unanimous roll call vote. (Lugo/McNally)

**D. POLICY**

1. Be it resolved by the Rockaway Borough Board of Education to approve June 21, 2011 as the last day of school for the 2010-2011 school year. School will be dismissed at 1:00 p.m. on that day.

The motion was approved in a unanimous roll call vote. (Smith/McNally)

**VIII. Old Business**

None.

**IX. New Business**

None.

**X. Motion to Enter into Closed Session**

"The next topic on the agenda relates to personnel, which constitutes an exception to the Open Public Meetings Act. Therefore, the Board is permitted to have a private discussion and I will entertain a motion in that regard".

I move that the Board enter into executive session for the purpose of discussing personnel, which will be made public when the need for confidentiality no longer exists. At the conclusion of this discussion, the Board may reconvene in public session and action may be taken.

The motion was approved at 8:20p.m. in a unanimous roll call vote. (McNally/Smith)

**XI. Motion to Return to Open Session**

A motion was approved to return to open session at 9:32 p.m. (Smith/McNally)

**XII. Adjournment**

There being no further business before the Board, a motion was approved at 9:34 p.m. to adjourn for the evening.

The motion was approved in a unanimous roll call vote. (Smith/Lugo)

Respectfully submitted,

Joseph P. Hurley Jr.  
Business Administrator/Board Secretary