

Rockaway Borough Board of Education

REGULAR MEETING AGENDA

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

Tuesday, September 18, 2018

Workshop Session: 6:30 PM

Executive Session (Private): 7:30 PM

Regular Monthly Business Meeting: 8:00 PM

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.

1. Call To Order

The Workshop Session will be called to order at approximately 6:30 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. 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, and
Mr. William Stepka, School Business Administrator/Board Secretary

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

3. Board of Education Workshop Session

The Board and Administration will review and discuss recommendations listed on the Agenda and any other items brought before the Board for its consideration.

(Note: This is NOT a comments from the public session. The public may observe, and comment later in the meeting, as designated.)

4. Motion to Adjourn to the Workshop Session

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

Moved By:

Seconded By:

Voice Vote:

11. Business Administrator/Board Secretary's Report

- A. Correspondence Received Since Our Last Meeting:
 - 1. None has been received at this time.

12. Meeting Minutes

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

August 28, 2018:
 Executive Session
 Regular Meeting & Ref Public Input #7

12. All Meeting Minutes Approvals:

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

13. Finance

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

Bills & Claims List 8/29-9/18/18: \$_____

- B. *Be it resolved*, based upon the recommendation of the Business Administrator, to approve and accept the Budgetary Transfer Report for the month of July 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 month of July 2018.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of July 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.

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- 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 July 2018.
- E. *Be it resolved*, based upon the recommendation of the Business Administrator, to authorize and approve of the renaming the following Board of Education Bank Accounts :
- 1) Currently: Treasurers Trust Account & Melissa Nestor
New Name: General Fund
 - 2) Currently: Treasurers TR Payroll Acct & Melissa Nestor
New Name: Payroll Net Pay Account
 - 3) Currently: Treasurers Acct Agency Acct & Melissa Nestor
New Name: Payroll Agency Account
 - 4) Currently: Student Activity Account
New Name: TJ School Student Activity Account
 - 5) Currently: Lincoln School Activity Fund & Melissa Nestor
New Name: Lincoln School Student Activity Account
- F. *Be it resolved*, based upon the recommendation of the Business Administrator, to authorize and approve of the closing of the following Board of Education Bank Accounts due to inactivity or not being necessary to have and approve of the transferring of any balance to be received in the General Fund as “miscellaneous revenue.”
- 1) Petty Cash Account, Balance: .01
 - 2) Rockaway Borough Board of Ed (Hall of Fame), Balance: 140.79
 - 3) Capital Reserve Account & Melissa Nestor, Balance: -0-
 - 4) Flexible Spending Account, Balance: \$306.26 (to go into Agency)
- G. *Be it resolved*, based upon the recommendation of the Superintendent and Business Administrator, to approve an amendment to the “Shared Services Agreement for a Class III Officer by and between the Rockaway Borough Town Council and the Rockaway Borough Board of Education”, of “Section 2: Schedule of Services” from “for approximately 25 to 29 hours per week” to “for up to 40 hours per week, as needed.”

13. All Finance Resolutions and Recommendations:

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			

14. Personnel

- A. *Be it resolved*, based upon the recommendation of the Superintendent, to approve Laurie McGill as a mentor for **Kristen Scimeca**, at a stipend rate of \$550, for the 2018-19 school year. Ms. Scimeca is responsible for payment.

- B. *Be it resolved*, based upon the recommendation of the Superintendent, to approve Heather Den Heyer as a “Buddy” for **Elizabeth Morales-Junco**, at a stipend rate of \$275, for the 2018-19 school year.

- C. *Be it resolved*, based upon the recommendation of the Superintendent, to approve Cecilia Isenberg as a “Buddy” for **Samantha Selikoff**, at a stipend rate of \$275, for the 2018-19 school year.

- D. Be it resolved, based upon the recommendation of the Superintendent to approve and increase **Patricia Rolph’s hours** from 2.5 hours to 3.5 hours daily for the 2018-19 school year.

14. All Personnel Resolutions and Recommendations:

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			

15. Curriculum

- 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 the attached list of Student Field Trip requests.
- C. *Be it resolved*, based upon the recommendation of the Superintendent, to approve the following staff members to the newly formed District Crisis Team:

Phyllis Alpaugh	Superintendent
Alexa Barbone	Thomas Jefferson Guidance Counselor
Milissa Dachisen	Lincoln School Principal
Denise Jacobus	Lincoln School Nurse
Linda Savercool	Thomas Jefferson School Nurse
Susan Tully	Lincoln School Guidance Counselor
David Waxman	Thomas Jefferson School Principal

15. All Curriculum Resolutions and Recommendations:

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

16. Buildings & Grounds

- A. *Be it resolved*, based upon the recommendation of the Superintendent and Business Administrator, to accept and approve for submission, the “Renewal Application for Temporary Instructional Space” form, to the State DOE for the double-wide trailer for the preschool program adjacent to the Lincoln Elementary school for the 2018-19 school year. This is the 11th school year of its existence.

16. All Building & Grounds Resolutions and Recommendations:

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

17. Policy

- A. *Be it resolved*, based upon the recommendation of the Superintendent to approve the Rockaway Borough Schools Self-Assessment and Grades under the Anti-Bullying Bill of Rights Act Report for the 2017-18 school year.
- B. *Be it resolved*, to approve the First reading of the following updated and/or new policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	5601	School Clearance Following a Crisis Situation	New

17. All Policy Resolutions and Recommendations:

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

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

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
William Stepka	Morris County Clerk Educational Seminar Cedar Knolls, NJ	9/17/18	FREE & mileage	Legal update regarding Sunshine Law, OPRA, Elections, Referendums, "Pay-to-Play" Laws, and other legal issues pertaining to the public arena.
Michael Klein	School IPM /Somerset VoTech- Bridgewater, NJ	4/12/19	FREE & mileage	CEFM & CEV's
Michael Klein	Peosh/NJADP IAQ Training/ Somerset VoTech- Bridgewater, NJ	4/26/19	FREE & mileage	CEFM & CEV's
Phyllis Alpaugh	Gang Training/ Pequannock H.S.	10/16/18	FREE & mileage	Required training on targeted topic as well as discussions involving Bias training and MOA issues.
Cecilia Isenberg	Art Educators of NJ 2018 conference/Long Branch	10/1/18 10/2/18	\$245 & mileage	Many vendors and hands on workshops will be available for art educators. In addition workshops on AchieveNJ will be offered that are geared completely to art education.
Antonia Zangara	Handle with Care/ Vineland	10/18/18	\$450 & mileage	To obtain training to create and maintain a safe environment by learning preventative actions that decrease the need for physical restraint.
Michael Onischuk	GMCJSCA- Business & Scheduling meetings	10/3/18 1/9/19-½ day 4/7/19-½ day	FREE & mileage	For the scheduling of all our sports teams for upcoming seasons; ear the business of the TMCJSCA as a member school.
Maryann Medore	Geraldine R. Dodge Poetry Program/ NJPAC, Newark	10/18/18	Reg \$45 Parking \$13 & mileage	Addresses requirements for NJ Dept. of Education Professional Standards: Poetry. Connect with poets and colleagues to further the creative process of writing, reading and discussing poetry in the classroom.
Susanne Lonergan Jennifer Marsh	Reading Recovery Continuing Contact/ Ringoes, NJ	9/21/18 10/4/18 11/1/18 12/6/18	FREE & mileage	Ongoing Professional Development in adherence with Reading Recovery Guidelines to assure the quality of the Program and Teacher Certification.