

Rockaway Borough Board of Education

REGULAR MEETING AGENDA

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

Tuesday, July 30, 2019

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 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 website, and posted in other public places. Official Board actions will be taken after the Workshop Session concludes."

2. Board Member Roll Call

Mrs. Karen Walter	Elected Board Member (full 3-year term/seat runs to Dec. 31, 2021)
Mrs. Alexis Piombino	Elected Board Member (full 3-year term/seat runs to Dec. 31, 2021)
Mr. Jeffrey Tobias	Elected Board Member (full 3-year term/seat runs to Dec. 31, 2020)
Mrs. Linda McGovern, VP	Elected Board Member (full 3-year term/seat runs to Dec. 31, 2020)
Mrs. Christa Smith, Board President	Elected Board Member (full 3-year term/seat runs to Dec. 31, 2019)
Mrs. Phyllis Alpaugh, Supt	Non-Voting Board Member & Chief School Administrator (CSA/Supt)
Mr. William Stepka, BA	Secretary of the Board & School Business Administrator (BA)

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

3. 6:30 PM: Workshop Session

The Board and Administration will review and discuss recommendations for approval listed on the Agenda and any other items brought before it for consideration. Official Board action will be taken at the 8:00 PM Regular Meeting Session. (Audience members: This is *not* the public comment session. The public may observe the Board & Administration at work, and comment later in the meeting; when so indicated on the Agenda.)

A. Administrators' & Supervisors' Monthly Reports

- | | |
|---|-----------------|
| 1. Lincoln Principal's Report: | Ms. Dachisen |
| 2. Thomas Jefferson Principal's Report : | Mr. Waxman |
| 3. Curriculum & Instruction Supervisor's Report : | Mrs. Argenziano |
| 4. Building & Grounds Supervisor's Report : | Mr. Klein |
| 5. Technology Supervisor's Report : | Mr. Reyes |

B. Items for Discussion

1. Review of pertinent agenda items recommended for approval.
2. Anything else for the good of the order?

4. 7:30 PM: Motion to Adjourn Workshop Session and enter Executive Session I (If Needed)

Be it Resolved, that the Board enter into Executive Session (Private) for the purposes of a _____ 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 at approximately 8:00 pm.

Moved by:

Seconded by:

Voice Vote:

5. 8:00 PM: Motion to Adjourn Executive Session I and Begin the Regular Meeting

Moved by:

Seconded by:

Voice Vote:

6. September 24, 2019 Facilities Bond Referendum II Status #4

- A. Mr. Tobias, Ref Advisory Committee Chair, will provide an update along with any other late breaking news from the Supt & BA.
- B. Polls will be Open from 6 AM to 8 PM on Tuesday, September 24, 2019 and will be located at the Rockaway Assembly of God, on East Main Street.
- C. Discuss/Determine Public Forum Date. (Tuesday, Sept 10, recommended)

7. Public Comment No. 1 on Agenda Items Only

- A. Please be respectful of the Board, Administration, Staff, Students, and all other Audience Members in attendance.

8. Superintendent's Report (Supt) - Mrs. Alpaugh

A. Legislative Report

B. Upcoming Events

C. Special Report

- HIB Self-evaluation grades & commentary from the 2018-19 school year.
- School Safety Data System (SSDS) January 1- June 30, 2019.
 - Motion to accept the HIB self-evaluation & SSDS reports as presented:
Moved, Seconded . . . voice vote.

D. Enrollment Report

Grade Level & School	Students June 30, 2018	Students June 30, 2019	Diff	Sections (Classes)	Avg Class Size
Preschool - Lincoln	23	27	4	2	14
Kindergarten - Lincoln	53	62	9	3	21
Grade 1 - Lincoln	58	46	-12	3	15
Grade 2 - Lincoln	49	62	13	3	21
Grade 3 - Lincoln	47	54	7	3	18
Total Lincoln School:	230	251	21	14	18
Grade 4 - TJ	55	51	-4	3	17
Grade 5 - TJ	74	50	-24	3	17
Grade 6 - TJ	71	72	1	3	24
Grade 7 - TJ	69	69	0	3	23
Grade 8 - TJ	76	67	-9	3	22
Total Thomas Jefferson:	345	309	-36	15	21
Special Ed Out-of-District:	6	5	-1	-	-
Resident Students:	581	565	-16	29	20
Charter/Choice Schs Out:	4	5	1	-	-
Spec. Ed Tuition Incoming:	4	4	0	-	-
Total Students:	589	574	-15	-	-

9. Business Administrator/Board Secretary's Report (BA) - Mr. Stepka

A. Correspondence sent/received since our last meeting:

- a. Thank you card received from Mrs. Sandy Patamia for the best wishes in her retirement.

B. Other items of update and/or importance for the Board . . .

10. 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>June 18, 2019</u>	<u>June 25, 2019</u>
Regular Monthly Meeting, includes Workshop Executive Session I & II	Special Meeting and Executive Session

11. Finance

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

Bills & Claims List I; June 19 to 30:	\$643,674.59
Bills & Claims List II, July 1 to July 30:	\$630,563.89

- B. Be it resolved, based upon the recommendation of the BA, to approve and accept the Budgetary Transfer Report for the month of May 2019.

- C. Be it resolved, based upon the recommendation of the BA, to accept and approve the Board Secretary’s Financial Report for the month of May 2019.

I hereby certify, pursuant to NJAC 6A:23A2.3(e), that as of May 31, 2019, 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 BA, to accept and approve the Treasurer of School Monies Financial Report for the month of May 2019.

12. Personnel

- A. Be it resolved, based upon the recommendation of the Supt, to approve the attached list of Staff Member Professional Development/Travel Expenditure requests.

- B. Be it resolved, based upon the recommendation of the Supt, approve a salary guide movement request from **Samantha Selikoff**, Technology Teacher at TJ, for the successful attainment of her Master’s Degree, from the BA + 30 Guide (Step 11 - \$56,250), to the MA (Step 11 - \$58,350), effective September 1, 2019.

- C. Be it resolved, based upon the recommendation of the Supt, to approve the following Extra Curricular advisors for the 2019-20 school year:

Program	Advisor
Assistant Director of the Musical	Jenny Barbosa & Katelyn Sloane (shared stipend 2/3 & 1/3 respectively)
Director of Musical/Drama Productions	Helen Love
Jazz Band Director	Helen Love
Odyssey of the Mind	OPEN

- D. Be it resolved, based upon the recommendation of the Supt, to approve Rebecca **Vlacich** as a Reading Specialist teacher at Thomas Jefferson school beginning September 1, 2019 through June 30, 2020. Mrs. Vlacich will be placed on step MA-18 at an annual salary rate of \$72,000, pending Criminal History Review background check required by P.L. 1986 c.116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.
- E. Be it resolved, based upon the recommendation of the Supt, to approve **Patricia Carroll** as a Third Grade Maternity Leave Replacement Teacher at Lincoln School beginning September 1, 2019 through June 30, 2020. Mrs. Carroll will be placed on step BA-1 at an annual salary rate of \$50,625.00, pending Criminal History Review background check required by P.L. 1986 c. 116 and Sexual Misconduct/Child Abuse Disclosure required by P.L. 2018, c.5.
- F. Be it resolved, based upon the recommendation of the Supt, to approve **Ria Balli** as an IT intern for the 2019-2020 school year.
- G. Be is resolved, based upon the recommendation of the Supt, to regrettfully accept the resignation of **Erika Donker**, floating substitute, effective September 1, 2019.

13. Curriculum & Instruction/Students

- A. Be it resolved, based upon the recommendation of the Supt, to approve the attached list of Student Field Trip requests.
- B. Be it resolved, based upon the recommendation of the Supt, to approve a contract with Health Source Group, Inc. of Hicksville, NY to provide substitute nurses (RN & LPN) as needed, in accordance with their contract; with RNs @ \$54/hr, LPNs @ \$42/hr, CNAs @ \$25/hr and TAs @ \$25/hr, for the 2019-20 school year.
- C. Be it resolved, based upon the recommendation of the Supt. and the Child Study Team to approve the replacement of a broken iPad mini 4 for student #145 at the cost of \$379 as stated in the student's IEP.
- D. Be it resolved, based upon the recommendation of the Supt, to approve an out-of-district special education tuition contract & other related necessary services (IEP driven) with the Wharton Board of Education, of Wharton, NJ for special education student #290, beginning for the ESY term beginning June 24th to July 19th for a total cost of \$6,446.
- E. Be it resolved, based upon the recommendation of the Supt and the BA, to enter into a student transportation subscription agreement with the parents of student #258 for the 2019-20 school year for them to subscribe for \$370 for the school year.
- F. Be it resolved, based upon the recommendation of the Supt and the BA, to approve a Child Study Team request to provide round trip transportation for students #168 and #108 to Camp Hope Summer Program, beginning August 5 to August 16, 2019, and student #128 to Camp Hope Summer Program, also beginning August 5 to August 9, 2019 as indicated in the all students' IEPs.

- G. Be it resolved, based upon the recommendation of the Supt. and the BA, to approve the following incoming students for In-District program placement for the 2019-2020 school year:

Student #	Placement	Tuition	Aide	Dates
247	Lincoln MD	32,575	17,915	9/3/19-6/30/20
284	Lincoln PALS	41,890	17,915	9/3/19-6/30/20
177	Lincoln MD	32,575	17,915	9/3/19-6/30/20

- H. Be it resolved, based upon the recommendation of the Supt. and the BA, to approve the following Out-of-District student placements for 2019-20 school year:

Student #	School	Tuition	Dates	Transportation
191	Windsor	\$320 per day	9/4/19-6/30/20	ECS
145	Allegro	\$530 per day	7/8/19-6/19/20	Sussex Co-op
197	Westbridge	\$420.88 per day	7/8/19-6/30/20	ECS
290	Wharton PreK	\$75 per half day	7/1/19-6/30/20	N/A
311	Horizon CPNJ	\$403.17 per day	7/1/19-6/30/20	Sussex Co-op

- I. Be it resolved, based upon the recommendation of the Supt. and the BA, to approve a contract with Jump Ahead Pediatrics, of Jersey City, NJ, to perform special education student Speech Therapy services, for 2 days a week, at an hourly rate of \$65.50, and to perform special education student evaluations and reevaluations, on an as needed basis, for \$150 per, effective September 1 to June 30, 2019.

14. Building & Grounds/Technology

- A. Be it resolved, based upon the recommendation of the BA, to **correct** last month's resolution to award a contract to Wolfington Body Company, Inc. of Mount Holly, NJ, to furnish 2 (two) new 2020 Chevrolet Mid Bus 29 Passenger DRW Gas School Buses with 3-Point Seat Belts, and 17 built-in child seats on each bus, for an additional \$2,940 each, for a total price of **\$73,075.40** for each van, for a grand total purchase of \$146,150.80, by utilizing ESCNJ Co-Op Bid 18/19-37, and charged to the 2019-20 School Budget as budgeted by the administration and approved by the Board.

(These vans will be fitted with Rosco Brand Front & Rear Exterior Camera systems to comply with Abigail's law.)

- B. Be it resolved, based upon the recommendation of the Supt, to authorize the BA to either sell or otherwise dispose of School Bus Van Number 2 (VIN#1GBJG31U131161303) and School Bus Van Number 3 (VIN#1GBJG31UX61244037) in accordance with Policy #7300, due to the receipt and delivery of two brand new 29 passenger school vans and because these two vans are at their end of their law abiding lives (meaning they have aged-out according to the state: 12 years old is too old) and cannot be used to transport students anymore.

- C. Be it resolved, based upon the recommendation of the Supt & BA, to approve a renewal application to the State DOE for the “Use of Temporary Instructional Space” at Lincoln school for the 2019-20 school year: a temporary exterior trailer, and authorize the Administration to work with the county Superintendent’s office to conduct a site visit, if necessary.
- D. Be it resolved, based upon the recommendation of the Superintendent, to approve a renewal “Application for Change of Use of Educational Space” application to the State DOE for the reconfigured use of the Computer Lab in the Lincoln Elementary school to Office & Small Group Instruction (SGI) for the 2019-20 school year.
- E. Be it resolved, based upon the recommendation of the Supt & BA, to approve an “Application for Dual Use of Educational Space” application to the State DOE for the reconfigured use of the Library/Media Center at Thomas Jefferson to include space for a MakerSpace for the 2019-20 school year.
- F. Be it resolved, based upon the recommendation of the Supt & BA, to approve an “Application for Dual Use of Educational Space” application to the State DOE for the reconfigured use of the MakerSpace (Old Computer Lab) at Thomas Jefferson to include space for the OT Speech Program and Small Group Instruction (SGI) for the 2019-20 school year.
- G. Be it resolved, based upon the recommendation of the BA, to award a contract with The Gillespie Group, of Dayton, NJ, to demo, furnish and install the following flooring materials at the prices listed, by utilizing the ESC of NJ Coop Flooring Bid #65MCESCCPS / ESCNJ #14/15-64:
- | | |
|--------------------------------------|------------|
| TJ: New Maker Space: Armstrong VCT | \$2,577.50 |
| TJ: Library: Mohawk Carpet Tiles | \$3,794.16 |
| White House: 2nd floor stair hallway | \$931.04 |
- H. Be it resolved, based upon the recommendation of the BA, to award a contract with Dancker, Inc., of Somerville, NJ, to deliver, furnish & install new TJ Library & MakerSpace furniture, by utilizing NJ State Contract Number A81639, in the total amount of \$9,378.79 as per their quote dated June 26, 2019.

15. Policy

- A. Be it resolved, based upon the recommendation of the Supt, to approve the **Title I District Parental Involvement Policy** for the 2019-20 school year.
- B. Be it resolved, based upon the recommendation of the Supt, to approve the **Bus Evacuation Drill Logs** for Lincoln Elementary and Thomas Jefferson Schools for both the Andrea Drive runs.
- C. Be it resolved, based upon the recommendation of the Supt, to approve the **District Mentoring Plan** for the 2019-20 school year.
- D. Be it resolved, based upon the recommendation of the Supt, to approve **Jaime Argenziano as the District Mentoring Coordinator** for the 2019-20 school year.

- E. Be it resolved, based upon the recommendation of the Supt, to approve the **District Professional Development Plan** for the 2019-20 school year that outline the following district goals for the 2019-20 school year:
- Integrate Social Emotional learning and programming into instruction and the curriculum for all grades preschool through 8th.
 - Use technology and digital means to effectively increase and improve communication with students, parents and stakeholders as well as among staff.
 - Apply for Future Ready status in both Lincoln and Thomas Jefferson Schools while preparing all district students to be digital learners.
- F. Be it resolved, based upon the recommendation of the Superintendent, to approve the following persons to be named to the Lincoln School Improvement Panel (SciP) for the 2019-20 school year.

Committee Member	Position/Title
Jamie Argenziano	Supervisor of Curriculum & Instruction
Milissa Dachisen	Principal
Jerelyn Hurley	District ESL Teacher
Nicole McCarter	Intervention Teacher

- G. Be it resolved, based upon the recommendation of the Superintendent, to approve the following persons to be named to the Thomas Jefferson School Improvement Panel (SciP) for the 2019-20 school year.

Committee Member	Position/Title
Jamie Argenziano	Supervisor of Curriculum & Instruction
Janet Dobbs	Special Education Teacher
Cindy O'Brien	Language Arts Teacher
David Waxman	Principal

- H. Be it resolved, to approve the **FIRST** reading of the following updated policies and regulations:

	Code	Policy/Regulation Title	Reason for Adoption
P	2460	Special Education	Mandated/Revised
R	2460.9	Special Education--Transition from Early Intervention Programs to Preschool	Mandated/Revised
R	2460.15	Special Education--In Service Needs for Professional and Paraprofessional Staff	Mandated/Revised
R	2460.16	Special Education--Instructional Material to Blind or Print-Disabled Students	Mandated/Revised
P	1510	Americans with Disabilities Act	Mandated/Revised
R	1510	Americans with Disabilities Act	Mandated/Revised

Consent Agenda: move and vote on entire agenda in one motion:

Motion By:		Seconded By:	
<u>Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Mrs. Walter			
Mrs. Piombino			
Mr. Tobias			
Mrs. McGovern			
Mrs. Smith			

16. Any New Business

- A. To be discussed by the Board in August:
 - a. Update and final report on the progress of the 2018-19 Board Goals.
 - b. Update and final report on the progress of the 2018-19 District Goals.
 - c. Discussion & Adoption of the new 2019-20 Board Goals.

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

Please be respectful of the Board, Administration, Staff, Students, and all other Audience Members in attendance.

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.
- E. District staff members may make a statement, except for when the issue(s) or question(s) to be inquired about is subject to remediation by an existing alternate method and/or the administrative chain of command has been previously utilized.
 Meaning, staff members must contact their Principal, Business Administrator, or the Superintendent before bringing routine administrative/management questions/matters before the Board.

18. Next Regularly Scheduled Meeting

Tuesday, August 27, 2019 in the TJ Cafeteria:

Workshop Session: 6:30 pm to 7:30 pm (In public session, no formal action to be taken; discussions only.)

Executive Session: 7:30 pm to 8:00 pm (In private - closed session; not open to the public.)

Regular Monthly Business Meeting: 8:00 pm (In public, formal action will be taken.)

19. Executive Session II (If Needed)

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of: _____ the nature of which will be made public when the need for confidentiality no longer exists. At the adjournment of Executive Session II . . .

FORMAL ACTION WILL OR WILL NOT BE TAKEN.

Moved by: _____ Seconded by: _____ Voice Vote: _____

20. Motion to Adjourn Exec. Session II and Re-Enter the Regular Meeting

Moved by: _____ Seconded by: _____ Voice Vote: _____

21. Motion to Adjourn

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

Moved by: _____ Seconded by: _____ Voice Vote: _____

Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST PER STUDENTS	REASON FOR TRIP
4-8	Abrams	7/19/19	9:30/11:00	Missy's Main Street Cafe	5	3	Free	Reinforce ESY student attendance and boost appropriate money transactions in the community.
4-8	Abrams	8/2/19	9:45/11:30	Castle Cove Mini Golf	27	8	\$9.00	End of ESY celebration/reward for ESY participation

Professional Development/Travel Expenditure Approval Requests:

NAME	WORKSHOP TITLE & DESTINATION	DATES	FEES/MILEAGE	PURPOSE OF THE TRIP
Michael Klein	Northern Regional Facilities Training/ MKHS	/15/19	FREE	Cefm, Ceu's
Linda Savercool	28th Annual NJAAP School Health Conference/ Somerset, NJ	10/16/19	\$175.00 Mileage: 23.84	To give additional evidence based tools and/or strategies to utilize in the pediatric setting.
Jennifer Marsh	IMSE Comprehensive, Rockaway, NJ	10/7-11/19	\$1,175.00	Orton-Gillingham methodology training to strengthen the WIN intervention instruction.
Timothy Yobs	Energy Management Morristown, NJ	8/7/19	\$258.00	New trends in energy conservation and management.
Susan Tully	School Support Network	9/25/19 10/16/19 11/13/19 12/11/19 1/15/20 2/12/20 3/18/20 4/22/20 5/20/20	\$0.00	The SSN meetings are very helpful for me as we discuss school culture and climate, SEL, and there are different professional presenters at each meeting.