

Rockaway Borough Board of Education

REGULAR MEETING MINUTES

Tuesday, September 28, 2021, 7:30 PM

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

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.

Executive Session I: 6:34-7:32 (Closed to the Public)

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing exempt matters pertaining to:
1) legal matters pertaining to construction/renovation contracts in effect; the nature of which will be made public only when the need for confidentiality no longer exists.

Motion to Enter: *Moved by: Mrs. Piombino*

Seconded by: Mrs. Walter

Voice Vote: All Ayes

Motion to Adjourn: *Moved by: Mrs. Walter*

Seconded by: Mrs. Piombino

Voice Vote: All Ayes

1. Call to Order: 7:32 PM

The public meeting was called to order at 7:32 p.m., by Mrs. Christa Smith, Board President, by reading the following announcement:

"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 location advertised in The Citizen Newspaper (weekly) on Thursday, January 21st, 2021 at approximately 5:00 am, posted on our website and also at town hall. Official Board actions will be taken."

2. Board Member Roll Call:

Mrs. Linda McGovern – Absent w notice

Elected 2020 to 2nd consecutive term (3-year seat to Dec. 31, 2023)

Mrs. Alexis Piombino - Present

Elected 2018 to 1st term (3-year seat to Dec. 31, 2021)

Mrs. Christa Smith, President - Present

Elected 2019 to 7th consecutive term (3-year seat to Dec. 31, 2022)

Mr. Jeffrey Tobias - Present

Elected 2020 to 2nd consecutive term (3-year seat to Dec. 31, 2023)

Mrs. Karen Walter, Vice President – Present

Elected 2018 to 1st term (3-year seat to Dec. 31, 2021)

Mr. Anthony Grieco, Superintendent - Present

Appointed July 2021 Chief School Administrator & Non-Voting Board Member (CSA/Supt)

Mr. William Stepka, SBA/Board Secretary - Present

Appointed 2017 District Business Administrator (BA) & Secretary of the Board

Mr. Stepka Declare a Board Quorum was Present (4)

along with 4 administrators, 1 parent & 1 teacher.

The Pledge of Allegiance was then held . . .

3. Workshop Session:

Board member Mr. Tobias thanked the Administrative Team for the smooth reopening of the district while successfully managing the various building referenda projects undertaken this past summer. The rest of the Board members echoed his sentiment.

A. Administration Monthly Reports

Submitted & Presented by:

- | | |
|---|-------------------------------------|
| 1. Lincoln Principal's Report: | Ms. Dachisen |
| Ms. Dachisen presented the School Self-Assessment grades for Lincoln (76 out of 78) and Thomas Jefferson (76 out of 78). The Board members did not have any questions. | |
| 2. Thomas Jefferson Principal's Report: | Mr. Waxman |
| 3. Curr., Inst., and Assessment Director's Report: | Ms. Argenziano (read by Mr. Grieco) |
| 4. Building & Grounds Supervisor's Report: | Mr. Klein |
| 5. Technology Supervisor's Report: | Mr. Reyes |

B. Superintendent's Report - Mr. Grieco, Supt.

1. Mr. Grieco thanked all the administrators for a successful opening of both schools, and he recognized the extraordinary time and effort the summer's referenda building projects required of everyone.
2. Monthly Superintendent's Report (see the attachment at the end of these minutes.)

C. Business Administrator's & Board Secretary's Report - Mr. Stepka, BA

1. Board Correspondence: Received(R)/Sent(S) since our last meeting:
 - A. There was none at this time.
2. Financial Status Updates:
 - A. 2020-21 Last Year's Budget Status Update.
 - B. 2021-22 Budget Year Status Update.

D. Referenda & Summer 2021 Projects Update - Mr. Grieco, Supt.

1. **School Roofs:** 100% complete. (All roofs replaced except TJ 4th grade wing; not needed)
2. **Lincoln Interior Improvements I:** 100% complete. (new ceilings, floor tiles & lights)
3. **Lincoln Addition:** Substantially complete, working on the "punch list" phase.
4. **Lincoln Fire Escape:** 100% complete.
5. **Lincoln Interior Improv II & Restroom Reno:** 100% Completed along with IT Closet relocation.
6. **Lincoln & TJ HVAC Replacement/Upgrades:** All new classroom unit ventilators (with new shelving), new copper hot water pipes, and new boilers have been installed at both schools. Work now turns to completing the new boiler hook-ups and firing them up by October 15.
7. **District Door Access Upgrade (local funds):** This upgrade will allow every exterior door to have swipe card access. New swipe cards have been issued.
8. **District Security Camera Upgrade (local funds):** All interior cameras & servers have been replaced and upgraded. New exterior cameras will be installed and completed by October 31.
9. **District Internet Servers & Switches Upgrade (local funds):** 100%. We now have 5 gigs of Internet service (up from 2 gigs); which will serve the students & staff exceptionally well, given the fact that every student has a Chromebook to conduct uninterrupted daily instruction.
10. **Referenda Decision/Discussion Item:**
 - A. New Date for Lincoln Addition Ribbon Cutting Ceremony was briefly discussed.

E. Review of Agenda Items Recommended for Approval

1. November Board Member Election: 2 seats open and 2 incumbents applied; no others filed.
2. Discussion/Decision of Golf Cart repair/replacement (see approved reso under B&G.)
3. Allow Rockaway Borough Recreation Basketball to restart their program in the schools for this fall, all Board members agreed.
4. Move the October Board meeting to 10/26 due to the virtual School Boards Convention.

4. Regular Business Meeting Begins at 8:30pm

Moved by: Mrs. Walter Seconded by: Mrs. Piombino Voice Vote: All Ayes

5. Public Comment No. 1: Agenda Items ONLY

A. There was none at this time.

6. Enrollment Report:

Grade Level & School	Students June 30, 2020	Students Sept 23, 2021	Diff	Sections (Classes)	Avg. Class Size
Preschool - Lincoln	26	24	-2	2	12
Kindergarten - Lincoln	63	63	0	3	21
Grade 1 - Lincoln	58	57	-1	3	19
Grade 2 - Lincoln	45	67	+22	3	22
Grade 3 - Lincoln	62	55	-7	3	18
<u>Total Lincoln School:</u>	<u>254</u>	<u>266</u>	<u>+12</u>	<u>14</u>	<u>19</u>
Grade 4 - TJ	53	44	-9	3	15
Grade 5 - TJ	53	61	+8	3	20
Grade 6 - TJ	51	52	+1	3	18
Grade 7 - TJ	74	55	-19	3	18
Grade 8 - TJ	69	51	-18	3	17
<u>Total Thomas Jefferson:</u>	<u>300</u>	<u>263</u>	<u>-37</u>	<u>15</u>	<u>18</u>
Special Ed Out-of-District:	3	3	0	-	-
<u>Resident Students:</u>	<u>557</u>	<u>532</u>	<u>-25</u>	<u>29</u>	<u>18.1</u>
Charter/Choice Schs Out:	5	1	-4	-	-
Spec. Ed Tuition Incoming:	3	3	0	-	-
Total Students:	565	536	-29	-	-

7. 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:

1. August 31, 2021: Regular & Executive Sessions I & II.

8. 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:
1. Bills & Claims List: September 1 to September 28: \$1,397,035.43
- B. Be it resolved, based upon the recommendations of the Supt & BA, to approve a contract with Best Choice Home Care LLC, of Hackettstown, to provide, as needed and requested, a NJ licensed Registered Nurse, at an hourly rate of \$67.00, effective September 13, 2021, to June 30, 2022.

9. Referenda Building Projects

- A. Be it resolved, based upon the recommendations of the BA & Architect, to approve the following "Progress Payments" to the following contractors for work completed for the Referendum Projects, a copy of which is on file in the Business Administrator's Office:
1. Kappa Construction, HVAC Upgrades PayAp#: 5 to 9/14 \$232,460.06 (\$Remaining: \$297,774)
 2. Academy Construction, Lincoln Lavs, etc. PayAp#: 3 to 9/17 \$179,741.56 (\$Remaining: \$69,878)
- B. Be it resolved, based upon the recommendations of the Supt & BA, to approve an amendment to the contract with Insurance Restoration Specialists, Inc., of Monroe, NJ, to perform additional days & time for deep and final cleaning services at Lincoln Elementary School, as related to the referenda renovation projects, for an additional amount not to exceed \$41,900, as per their quoted dated August 19, and by utilizing ESCNJ Co-op Bid Contract Number #65MCESCCPS 17/18-34 effective 11/16/16-11/15/21. This amendment will bring the total contract amount to \$86,620 to be paid with referenda funds.

10. Personnel

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the attached list of Staff Member **Professional Development Workshops & Travel Expenditure Requests** that have been deemed related to and within the scope of the employee's current job responsibilities and will enhance the efficient delivery of student instruction and/or furthers the efficient operation of the school district. Reimbursements listed are in accordance with guidelines established by the Dept. of Treasury, BOE Policy, and in accordance with NJAC 6A:23B-1.1., and listed at the end of this agenda, if any.
- B. Be it resolved, based upon the recommendation of the Superintendent, to **rescind** the appointment of **Thomas Slockbower** as a district substitute bus/van driver, at the hourly rate of \$18.00, as needed, for the 2021-22 school year, due to him accepting another, more regular, part-time job with a private company. He was previously approved at the August meeting.
- C. Be it resolved, based upon the recommendation of the Superintendent, to **rescind** the resignation of **Michelle Civello**, paraprofessional at Lincoln School, previously approved at the August 31, 2021 Board meeting. Mrs. Civello would now like to stay in her current position. Her resignation was initially approved at the August meeting.
- D. Be it resolved, based upon the recommendation of the Superintendent, to **rescind** approval of **Katarzyna Lekawski** as a district Floating Substitute Teacher for the 2021-2022 school year, previously approved at the June 8, 2021 Board meeting.
- E. Be it resolved, based upon the recommendation of the Superintendent, to approve **Jennifer Turner** as a substitute teacher for the 2021-2022 school year, at a daily rate of \$100 for the first 10 days and then \$105 per day thereafter.

- F. Be it resolved, based upon the recommendation of the Superintendent, to approve a horizontal salary guide movement request from **Samantha Trillo**, 5th Grade Teacher at Thomas Jefferson School, for the successful attainment of advanced graduate credits, from the BA+30 Guide (Step 3 \$56,260) to the MA Guide (Step 3 - \$58,560), effective retroactively to September 1, 2021.
- G. Be it resolved, based upon the recommendation of the Superintendent, to approve **Alexa Centanni** as a "Buddy" for Brianna Luongo at a rate of \$275.00 for the 2021-2022 school year.
- H. Be it resolved, based upon the recommendation of the Superintendent, to approve the resignation of **Luisa Arteaga**, paraprofessional at Lincoln School, retroactive effective date of July 1, 2021.
- I. Be it resolved, based upon the recommendation of the Superintendent, to approve **Patricia Barton** as a paraprofessional at Thomas Jefferson School, effective on or about November 19, 2021, through June 30, 2022, at an hourly rate of \$15.48, not to exceed 28.75 hours per week. Ms. Barton has already completed the required background checks and sexual misconduct/child abuse disclosures.

11. Curriculum, Instruction & Assessment

- A. Be it resolved, based upon the recommendation of the Superintendent, to approve the Student Field Trip requests listed at the end of this agenda, if any.
- B. Be it resolved, based upon the recommendation of the Superintendent, to approve a contract with "The Bilingual Child Study Team," of Parsippany, NJ, to provide student bilingual psychological, educational, speech, social, and/or Battelle (BDI) evaluations, at \$1,100 each, as needed and determined by the CST Director & CSA, for the 2021-22 school year.
- C. Be it resolved, based upon the recommendation of the Superintendent, to approve the Chapter 27 Emergency Virtual or Remote Instruction Program for the 2021-2022 School Year, as submitted. *(This plan would only be implemented during a district closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.)*

12. Building & Grounds/Technology

- A. Be it resolved, based upon the recommendation of the Supt & BA, to approve the purchase of a 2020 John Deere Gator XUV590M Utility Vehicle, with an angled snow plow blade and other assorted upgrades, with Deere & Company, of Cary, NC, (local dealer: Power Place Inc., of Bridgewater & Rockaway, NJ) for a total price of \$19,543.75 (a 13% discount off of list prices) by utilizing ESCNJ NJ Grounds Equipment Bid 18/19-25NJ (Co-op#65MCESCCPS PG0FCG22), as discussed and reviewed at the Workshop session held earlier this evening.

Moved by: Mrs. Walter Seconded by: Mrs. Piombino Voice Vote: All Ayes

13. Policy

A. Be it resolved to approve the **Second Reading & Adoption** of the following new and/or updated Board Policies and/or Regulations, where applicable:

P	2422	Comprehensive Health and Physical Education	Mandated/Revised
P	2467	Surrogate Parents and Resource Family Parents	Mandated/Revised
P	5111	Eligibility of Resident/Nonresident Students	Mandated/Revised
P	5114	Children Displaced by Domestic Violence	Abolished- (Requirements addressed in current Policy- 5111, listed above)
P	5116	Education of Homeless Children	Revised
P	7432	Eye Protection	Mandated/Revised
R	7432	Eye Protection	Mandated/Revised
P	8420	Emergency and Crisis Situations	Mandated/Revised
R	8420.1	Fire and Fire Drills	Mandated/Revised
P	8540	School Nutrition Programs	Mandated/Revised
P	8550	Meal Charges/Outstanding Food Service Bill	Mandated/Revised
P	8600	Student Transportation	Mandated/Revised
P	8810	Religious Holidays	Abolished- (Requirements addressed in current Policy- 2270)

P	6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs	Mandated/New
P	6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures	Mandated/New
P	6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest	Mandated/New
P	6311	Contracts for Goods or Services Funded by Federal Grants	Mandated/Revised
P	1648	Restart and Recovery Plan	Abolished
P	1648.02	Remote Learning Options for Families	Abolished
P	1648.03	Restart and Recovery Plan – Full-Time Remote Instruction	Abolished
P	1648.11	The Road Forward COVID-19 – Health and Safety	Mandated/New

14. Consent Agenda

A. Move and Vote on all Agenda Resolutions & Recommendations in One Motion:

<u>Roll Call Vote:</u>	<u>Moved & Seconded By:</u>	<u>Yeas</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Absent</u>
Mrs. McGovern:	-	-	-	-	Absent
Mrs. Piombino:	Moved	Yea	-	-	-
Mr. Tobias:	-	Yea	-	-	-
Mrs. Walter:	Seconded	Yea	-	-	-
Mrs. Smith:	-	Yea	-	-	-
		4	0	0	1

Mrs. Smith declares all Resolutions & Recommendations are hereby approved.

15. Old Business

A. There is none at this time.

16. New Business and/or Anything for The Good of the Order?

- A. A brief discussion ensued regarding raising the daily rate for substitute nurses versus hiring an independent company to provide the services.

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

- A. There was none at this time.

18. Next Regularly Scheduled Meeting:**A. Tuesday, October 19, 2021:**

The Meeting will begin at approximately 7:30 pm in The Cafeteria of the Thomas Jefferson Middle School.

Mrs. Piombino moved, seconded by Mrs. Walter, to **move** the October 19th meeting to October 26th, same time and location, and to direct the Board Secretary to notify the public of such change. Voice vote: All Ayes.

19. Motion to Adjourn the Meeting:

There being no further business before the Board, the meeting is hereby adjourned at 8:31 pm.

Moved by: Mrs. Piombino Seconded by: Mrs. Walter Voice Vote: All Ayes

Respectfully submitted,

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

Student Field Trip Approval Requests:

GRADE	TEACHERS	DATE	TIME: DEPART/ RETURN	DESTINATION	# OF STUDENTS	# OF ADULTS	COST	REASON FOR TRIP
				There are none at this time.				

Professional Development/Travel Expenditure Approval Requests:

STAFF MEMBER	WORKSHOP TITLE/DEST	DATES	FEES/MILEAGE	JUSTIFICATION FOR THE TRIP
Christine Matrisciano	Conference for School-Based Occupational Therapists: Powerful Practices to Improve Student Outcomes/ West Orange, NJ	12/13/21 12/14/21	\$489.00	To increase my knowledge of current practices for school-based O.T.'s.
Alexa Centanni	Legal One- Legal Standards for LGBTQ students/ virtual	11/10/21	\$150	This workshop will provide guidance in regards to legal standards pertaining to the LGBTQ population in schools.
Alexa Centanni	Legal One- HIB Law Update/ virtual	10/5/21	\$150	As the school counselor and ABS for our school, it is mandatory to be up to date on the current HIB Laws.
Michael Onischuk	GMCJSCA Athletic Scheduling Mtg. & Fall Business Mtg./ Suburban Kitchen & Bar, Randolph, NJ	10/6/21	FREE	Hear the business of our league and schedule for the entire upcoming school year.
Brianna Luongo	NJPSA HIB Law Update/virtual	10/5/21	\$150	HIB law updates, recent trends in HIB, the impact of COVID on HIB claims, and how to address student behavior linked to recent events.
Michael Jones	PE Edge Professional Dev.	10/11/21	\$130	Gaining experience & Knowledge pertaining to differentiated instruction in PE Classes.

For Reference:

Facilities Renovation Referenda II: History

A. Ref Milestones:

- 1) **October 2, 2018:** Referendum I Fails overwhelmingly with 3 separate questions totaling \$19M.
- 2) **Sept 24, 2019:** Referendum II Passes 1Q at \$12.5M: YES: 649 NO: 442, Approved by 207 votes.
- 3) **Oct/Nov/Dec 2019:**
 - a) "Arch/Admin Team" formed: Supt, BA, Sup of B&G, B&G Asst, and Architects, and will meet at least monthly throughout the entire schedule, and more if/as needed. All Board members are ad-hoc members and invited to attend as desired, with no more than two (2) attending at any one time. The Board also reserves the ongoing right to request all participants involved in the referendum to attend night Board meetings, when deemed necessary and appropriate by the Board and/or the Supt & BA.
 - b) BA & Financial Advisors consult to establish optimum time & method to market bonds.
 - c) Architect to conduct school field site surveys, soil borings, test pits, utility mark outs, and related work to confirm details of projects to be undertaken.
 - d) Board approves the services of the Construction Attorney, at an hourly rate, to be utilized as needed.
 - e) Board approves "Reimbursement Resolution" to pay for upcoming "soft costs" before Bonds are sold.

4) Dec/Jan/Feb 2020:

- a) Architect, in conjunction with A-Team, to prepare the bid specifications.
- b) Final review of Architect's Bid Documents/Packets conducted by Board's Construction Attorney & BA. Applied to and received Local Finance Board approval for issuance of school district debt (Jan 8)
- c) BA to advertise the bids "on the street" for at least 10 calendar days.
- d) Roof Bids Advertised Fri, Jan 10, 2020.
- e) Lavs & TJ Vestibule Bids Advertised Fri, Jan 17, 2020.
- f) Contractor Walk thru meetings; Wed, Jan 22, 2 & 3 pm for Roof & Lav/Vestibule Bids.
- g) BA formally received, publicly opened, and read aloud all bid prices by each contractor who submitted bids on Thursday, February 13, Open Roof Bids (11a) & Lav/Vestibule Bids (11:30a).
- h) Bond Sale took place on Wednesday, February 19, 2020; all bonds were sold within hours.
- i) BA informed the Department of Education of debt service payments required for the 2020-21 school year and beyond to secure state funding dollars as previously agreed to. Debt service payments begin approximately 6 months after closing on the sale and will continue for 20 years, to be paid to MCIA on November 1 and May 1 of every year going forward for 20 years.
- j) The board awarded Roofing & Lavs/Vestibule Contracts at the Feb 25th meeting.
- k) BA secures "builders' risk" insurance policy for Board for Roof & Lava Vestibule Contracts.
- l) Lincoln Heating System & Unit Vent (HVAC) Project moved to summer of 2021.

5) March/April 2020:

- a) Bond Sale Closed on March 11, 2020. The district received \$12,480,000 in cash (full amount approved by voters, all bond closing costs paid by "premium" paid for bonds by investors - approx \$175K).
- b) BA to transfer idle funds into allowable investment programs to maximize interest yield.
- c) Lincoln New Addition/Fire Escape Bid advertised Friday, March 20.
- d) Lincoln New Addition/Fire Escape Pre-Bid Meeting with contractors: Wednesday, April 1 @ 3:30 pm.

6) April/May 2020:

- a) Lincoln Interior Improv. & Asbestos Abatement Bid Advertisement: Friday, April 24.
- b) Lincoln Interior Improv. & Asbestos Abatement Pre-Bid Meeting: Tue, April 28 @ 3:30pm.
- c) Lincoln Addition/Fire Escape Bid Opening: Wed, April 29 @ 11 am, Board Office.
- d) Lincoln HVAC Asbestos Abatement Bid Opening: Tue, May 19 @ 11 am, Board Office.

7) May/June 2020:

- a) Award contract for Lincoln New Addition/Fire Escape: Wed, May 6 BOE Meeting.
- b) Award contract for Lincoln Interior Improvements/Asbestos Abatement: Tue, June 2 Special BOE Meeting.

8) Summer of 2020:

- a) Projects to be undertaken:
 - i) Lincoln School: Asbestos abatement for unit vents, gym ceiling replacement, new roof, new classroom floor tiles & ceiling tiles & cafeteria ceiling repair & abatement, and new interior LED lighting, plaster repair.
 - ii) Lincoln Addition: Move trailer, begin construction of 3 classroom additions with a new main office (to be cordoned off and will continue throughout the 20-21 school year).
 - iii) Thomas Jefferson: Renovate existing restrooms for boys, girls, and staff, install a new security vestibule in the main entrance, replace selected roofs.

9) Winter 2020/Spring 2021:

- a) Lincoln Interior Improvements II: Advertisement for Bids: December 11, 2020, Bid opening: Jan 12, 2021, Bid Award Jan 26, 2021. Work to begin after the last day of school in June of 2021, work to be completed August 21, 2021.
- b) HVAC Upgrades: Lincoln & TJ. Advertisement for Bids: December 11, 2002, Bid opening: Jan 12, 2021, Bid Award Jan 26, 2021. Work began after the last day of school in June of 2021. Demo & installation completed by August 31, 2021, and fully functioning by October 15, 2021.
- c) BA to increase "Builders Risk" insurance plan coverage as driven by awarded contract costs.

10) Summer of 2021:

- a) Projects to be undertaken:
 - i) Lincoln Interior Improvements II: restroom renovations, an electrical panel upgrade, IT closet moved, stairwell plaster repair.
 - ii) Lincoln Addition: August 31, 2021 Completion of 3 new kindergarten classroom additions including new main office and security vestibule; furnish & occupy during the month of August to be ready for the 1st day of school & final removal of trailers after 14 years!
 - iii) Lincoln & Thomas Jefferson HVAC Upgrades: IT Closet moved, demo, remove & install new boilers, pumps, piping (removal of asbestos as needed), classroom unit ventilators, an electrical panel upgrade, cafeteria &

gym rooftop unit ventilator replacement, copper piping replacement, and asbestos tile removal & install new VCT.

11) August 31, 2021:

- a) Physical completion of ALL Projects and then, during the fall, the Architect completes “punch list items” and contractors are issued final payments. 9/7/21: Lincoln Addition Opens to Students (3 Kindergarten classes)
- b) Fall of 2021: final projects punch lists completed and final contractor payments by 12/15/21.

-----**END OF REFERENDUM HISTORY/SCHEDULE**-----

AND AGENDA

Superintendent's Report- 9/28/21

Highlighted areas will be addressed by the end of this week.

- We currently have a positive COVID case (paraprofessional). Her and the teacher are currently under quarantine. The teacher does not have symptoms and can come back this week if tested. Staff members who are vaccinated, without specific symptoms listed by the NJDOH, do not have to quarantine.
- If a student has to quarantine (positive or close contact), we will be utilizing the following procedures:
Teachers will teach in their "normal" manner, as much as possible, similar to pre-COVID.
- Parent notification of these expectations.
- Construction is still ongoing. I think we were in a much better place last week as opposed to this week.
- We are currently planning for the Start Strong Assessment. We are doing an infrastructure trial in approximately two weeks. The window is September 13 – October 22, 2021.
- Transportation
- Traffic
- We had BTSN tentatively scheduled for 9/29 and 9/30. We were following suit with neighboring districts by going virtual (live). Morris Knolls/Hills recently changed their mind and are utilizing second dates of 9/29 and 9/30. The plan is to still go virtual, but do it the following week- 10/6 and 10/7.
- Rockaway Borough Library Board

- HSA
- Grant Monies
- Testing unvaccinated staff.
- **STATE UPDATES FROM THE NJDOE**
 - Special Ed. Related Services for IEP students can be done remotely until January 11th.
 - Districts cannot create barriers for Homeless and Immigrant students.
 - School Operations- Attendance Data reporting has come out with a lot of proposed changes.
 - The MOA being used is still from 2019.
 - EO 251 applies to school board meetings.
 - The NJDOE will continue collecting positive student and staff COVID screenings through the Microsoft Form utilized during the 2020-2021 school year. This is changing.

Agenda
9/28/21
TUE



Local Educational Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2021-2022 School Year (SY)

The New Jersey Department of Education (Department) remains at the ready to assist every local educational agency (LEA) in returning to full-time, in-person instruction for the 2021-2022 SY. This includes providing LEAs with guidance in the event of declared emergencies resulting in a district-wide closure. The Department appreciates the challenges that LEAs had to overcome during the 2020-2021 SY as they faced a myriad of decisions affecting both the safety of their students and staff as well as the instructional experience. The Department is encouraging LEAs to reflect upon their experiences with virtual and remote instruction when planning for the 2021-2022 SY.

In April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. This law provides for the continuity of instruction in the event of a public-health related district closure so that LEAs can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to *N.J.S.A. 18A:7F-9*. **In order to provide transparency and ensure that New Jersey students continue to receive high quality, standards-based instruction, each school district, charter school, renaissance school project and Approved Private School for Students with Disabilities (APSSDs) must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education.** This plan would be implemented during a district closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. A superintendent must consult with the board of education, if practicable, prior to implementing the school district's plan of virtual or remote instruction. A day of virtual or remote instruction, if instituted under a plan approved by the Commissioner of Education, is considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, awarding of course credit, and such other matters as determined by the Commissioner of Education.

LEAs must include the statutory requirements listed in the "LEA Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2021-2022 SY," in their plans for virtual or remote instruction for the 2021-2022 school year. The 2021-2022 plans must be approved by the LEA's board of education or board of trustees (board), submitted to the county office of education for review and approval, and posted on the LEA's website. **The board-approved plan and checklist are due to the county office of education no later than October 29, 2021.** In the event that the LEA is directed to provide virtual or remote instruction before garnering county office approval, the approval date will be retroactive. Questions should be directed to the county office of education.



**LEA Guidance for Virtual or Remote Instruction Plan
Attestation for the 2021-2022 SY**

Contact Information

County: Morris

Name of District, Charter School, APSSD or Renaissance School Project: Rockaway Borough

Name of Chief School Administrator or Lead Person: Anthony Grieco

Chief School Administrator or Lead Person Contact Number: (973) 625-8601

The New Jersey Department of Education (Department) is providing the following guidance pursuant to N.J.S.A. 18A:7F-9(c) to assist districts in the development of their 2021-2022 virtual or remote instruction plans. The Department encourages LEAs to reflect on the previous school year to improve elements of the prior year's plan to provide the most substantive education, including related services, to their students in the event of a district closure.

For each of the three areas below, the chief school administrator or lead person will either mark "yes," confirming that the information is in the plan and list the corresponding plan page number, or mark "no" if the information is not contained in the plan. The chief school administrator or lead person is expected to provide an explanation to the county office of education for all areas marked "no."

By October 29, 2021, the chief school administrator or lead person must submit a board-approved LEA Guidance for Virtual or Remote Instruction Plan for 2021-2022 along with this form to their county office of education. At the time of submission to the county office of education, the plan must be posted on the LEA's website. Plans will be reviewed in each county office of education on a rolling basis with an electronic response communicated within two business days of receipt.

The plan outlines how virtual or remote instruction will be provided to students who may not have access to sufficient broadband, or to any technology required for virtual or remote instruction.

The program should account for measuring and addressing any ongoing digital divide that exists, whether it be network access or lack of sufficient access to devices.

Page Number: 5

District Confirmation: Yes No

County Confirmation: Yes No



The plan addresses the impact of virtual or remote instruction on the school lunch and school breakfast programs.

The plan should contain how the LEA will provide continued safe delivery of meals to eligible students.

Page Number: 3

District Confirmation: Yes No

County Confirmation: Yes No

The plan contains the required length of a virtual or remote instruction day.

The minimum hours of instruction for a virtual or remote day is four hours excluding lunch and recess.

Page Number: 5

District Confirmation: Yes No

County Confirmation: Yes No

Plan Posted on LEA Website

Is the plan posted on your website? Yes No

Website link: rockboro.org

APSSD Only

Was your plan shared with all sending districts? Yes No

Board Approval

Date (mm/dd/yyyy): 9/28/21

Name and Signature of Chief School Administrator or Lead Person

Chief School Administrator or Lead Person Name: Anthony Grieco

Chief School Administrator or School Lead Person Signature: 

Date (mm/dd/yyyy): 9/27/21

Date of Submission to County Office

Date (mm/dd/yyyy): 9/29/21

Rockaway Borough Public Schools



Emergency Virtual/Remote Instruction Plan- 2021-2022

District Contact Information

Superintendent-	Anthony Grieco- agrieco@rockboro.org
Director of Curriculum, Instruction, and Assessment-	Jamie Argenziano- jargenziano@rockboro.org
Lincoln Elementary Principal-	Milissa Dachisen- mdachisen@rockboro.org
Thomas Jefferson Principal-	David Waxman- dwaxman@rockboro.org
Business Administrator-	William Stepka- wstepka@rockboro.org
Supervisor of Buildings & Grounds-	Michael Klein- mklein@rockboro.org

Meals

Meal distribution for all students as well as those who participate in the Free and Reduced program will begin immediately. Each week a survey/order form will be available on the district website that parents can use to order breakfast and lunch for the upcoming or specified week.

- Students will be able to pick up their meals for the week at Thomas Jefferson Middle School every Monday from 11:30am -12:30pm.
- For students/families who are unable to pick up the meals, meals may be dropped off utilizing district buses and support staff.

Conditions of Learning

School Counselors/CST/Educational Specialists: School counselors and CST members will be available via Google Hangouts and "In-Person" as needed. Ed Specialists may use their time for virtual conferencing with students, IEP meetings, etc. School Counselors will be reaching out to students who are not turning in assignments or checking in to ensure that all students have access to instructional materials. The counselors will also follow up on teacher concerns expressed about individual students. Case managers as well as nursing staff may be reaching out for wellness checks as determined by the student's Individualized Health Plan, 504, or IEP. Clear and constant communication will be emphasized to ensure parents and guardians are aware of issues that arise and that they can be addressed in a timely manner.

Special Education Related Service Providers: Speech, Physical and Occupational Therapists, as well as Reading Specialists and Interventionists will provide students with services virtually on designated afternoons and Mondays.

Special Education Instructional Staff Assistants: Staff assistants/aides will be present in all classrooms, both virtual and in person to provide the necessary supports as mandated by IEP and will be required to check in with their teachers daily. Staff assistants will also complete professional development through NJ Safe Schools and GCN.

Approved Private Schools for Students with Disabilities/OOD: Students will be transported to their placement when open. Transportation Services Waivers will be also offered to student families. The placement will be responsible for coordinating services for distance/"in-person" learning. District case managers will oversee student progress.

Curriculum, Instruction and Assessments

- Benchmark assessments for learning and diagnostics such as Renaissance, IXL, LinkIt!, Nessy, etc. will be administered to all students including new kindergarten students in September and will be used to assess students' needs both individually and as a whole.
- Grading will return to "pre-COVID-19" systems.
- Ongoing analysis and student progress will be monitored using lesson and unit plans as well as assessment data.
- In addition, district enrichment and remediation programs (Ready Set Go, Beyond the Bell, W.I.S.E, etc.) will be considered for designated students and will be delivered virtually.
- To better support distance learning, teachers have been asked to share best practices as well as critique other instructional strategies.
- Attendance for in-person as well virtual days will be taken daily in accordance with state requirements and district policies. Individual accommodations may be implemented for students impacted by the virus and other surrounding circumstances.

Support Services and Wrap Around Services

- Once back in school, multi-tiered systems of support will implement required interventions and referral services for students through individual schools' I&RS teams.
- The district will continue to provide educational programs and related services for students with disabilities in their respective settings both in-person and virtually as appropriate.
- The needs of targeted groups like special education, 504, ELL, At-risk and Gifted and Talented students will continue to be met and served through appropriate educational programming both in-person and virtually.
- Guidance counselors will be available for all members of the school community and be prepared to offer trauma support if needed.
- Continued focus will be placed on the integration of Social Emotional Learning into the curriculum as well as ensuring a positive School culture and climate to best support students, their families and the staff especially in transitioning back to the buildings both in-person and virtually through both

Professional Development will be provided to the staff including, but not limited to the following topics:

- Learning loss especially for high risk and vulnerable populations (students with disabilities, ELLs, etc.)
- Effective use of data to identify learning gaps
- General health and safety guidelines
- Screening for COVID-19 symptoms
- Health and Social emotional well-being
- Best practices for distance learning
- Upon return to school, individual building SciP committees will meet to discuss continued professional development needs.

Equitable Access to Technology and Connectivity

- To ensure the continuity of instruction and better assist students and their families to stay connected in both virtual and hybrid-learning models, all students in K-8 were issued a **Chromebook**.
- To familiarize as well as assist both parents and students regarding the use of devices and district guidelines and policies, Parent Academies will be held either in person or virtually as dictated by current health guidelines for all families with students in grades Preschool-8.
- Tutorials and videos highlighting specific technological platforms and applications will also be posted and made available to both parents and students for reference and guidance.
- All students will be responsible for their particular devices and will need to bring them back and forth to school every day they are present for in-person instruction. Students are recommended to have a backpack with a laptop/device sleeve for protection.
- The District IT Coordinator will continue to be available for tech support during given school hours via gentech@org for both students and staff.
- In addition to Google Classroom, a varied list of software and tech platforms already in use within the district will be available to both students and staff from home with the possibility of adding additional resources when needed.
- As part of regular district protocol, additional firewalls, Go Guardian and other monitoring procedures are already in place to provide enhanced cyber-safety and to monitor any potentially unsafe student activity.
- All professional staff have been issued a district laptop with other devices available for support staff as well.

In addition, a number of other provisions will be taken to ensure equitable access for all students.

- District officials will continue to coordinate with the Regional High School, and surrounding sending districts in regards to the purchase and placement of "hot spots" around the community.
- Local libraries have been contacted regarding the availability of possible Internet services for students in need.
- Information regarding free Internet service will be shared with parents and if needed, the district will assist with its delivery especially for non-English speaking parents.
- If needed, Title funds will be used to help families secure WiFi and Internet access.

Scheduling of Students

In the event that a total closure of the school district is required and the Rockaway Borough School District has to instruct remotely, the distance learning schedule will align with the same in-person class hybrid schedules especially in regards to core content subjects and consist of five days of online instruction eliminating the need for Virtual Monday which will become a regular instruction day. This will allow for an easier transition if and when students are able to return to in-person-instruction as outlined in the hybrid model.

If instruction goes remote, all classes everyday will contain a live component with all students from both cohorts required to sign in at the beginning of each class.

Morning instruction will begin at Thomas Jefferson at 8:20am and at Lincoln Elementary at 8:30am. At the completion of the morning schedule (Periods 1-7), both students and staff will have a 50-minute lunch and recess break with afternoon instruction consisting of special area subjects, interventions, therapies and special supports. Faculty not involved in direct instruction in the afternoons will be available for office hours. All instruction will end at 3:10pm. If and when the district is able to transition back to a hybrid/in-person model, the Remote periods 8 and 9 will take place on Virtual Monday.

The following are some expectations for students learning virtually, that we believe will enhance both instruction and engagement:

- Attend daily class meetings
- Arrive on time for virtual classes
- Come to virtual classes prepared with needed materials
- Follow rules for behavior during online class time
- Use conference features appropriately; mute, camera, messaging

EXAMPLE OF A TYPICAL LINCOLN SCHOOL/ELEMENTARY SCHOOL VIRTUAL SCHEDULE:

Homeroom	8:30-9:00	Morning Meeting
Period 1	9:00-9:40	ELA
Period 2	9:40-10:20	ELA
Period 3	10:20-11:00	Special
Period 4	11:00-11:40	Math
Period 5	11:40-12:20	Math
Period 6	12:20-1:00	Science/Social Studies
	1:00	LUNCH/RECESS
Remote Period 7	1:50-2:30	Special/Intervention/Office hours
Remote Period 8	2:30-3:10	Special/Intervention/Office hours

EXAMPLE OF A TYPICAL OF THOMAS JEFERSON/MIDDLE SCHOOL VIRTUAL SCHEDULE

Period 1	8:20-9:00	Science/HR in cohort
Period 2	9:00-9:40	Math
Period 3	9:40-10:20	Math
Period 4	10:20-11:00	ELA
Period 5	11:00-11:40	ELA
Period 6	11:40-12:20	Social Studies
Period 7	12:20-1:00	Special
	1:00	LUNCH/RECESS
Remote Period 8	1:50-2:20	Special/Office Hours/Homework
Remote Period 9	2:20-3:10	Special/Office Hours/Homework