

**RAHWAY BOARD OF EDUCATION  
CAUCUS MEETING AGENDA  
RAHWAY 7<sup>TH</sup> & 8<sup>TH</sup> GRADE ACADEMY**

**TUESDAY, APRIL 4, 2023 - 6:00 P.M.**

**I. MEETING CALLED TO ORDER**

**II. SALUTE TO THE FLAG**

**III. ROLL CALL**

Ms. Allen  
Mr. Antisz  
Mr. Garay  
Mrs. Giacobbe  
Ms. Moteiro  
Mrs. Raysick  
Mr. Toma  
Mr. White  
Mr. Robson

**IV. EXECUTIVE SESSION:**

Any discussion held by the Board which need not remain confidential will be made public as soon as practicable. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

**DISCUSSION:**

**Employment Status of Employee #6496  
Residency Hearing: Student #14431 – 6:00 p.m. April 18**

**V. RECONVENING ROLL CALL:**

**VI. STATEMENT ON OPEN PUBLIC MEETINGS ACT:**

Public notice of this meeting, in compliance with the Open Public Meetings Act, was given by the Board Secretary on January 25, 2023, by sending notices to the Home News Tribune, The Union County LocalSource, TAP Into, the City Clerk of Rahway, the Rahway Public Library, and by posting the notices on the Bulletin Board outside the Board of Education office on the second floor of the 7<sup>th</sup> and 8<sup>th</sup> Grade Academy.

**VII. PRESENTATION OF 2021-2022 ANNUAL COMPREHENSIVE FINANCIAL REPORT AND AUDITOR'S MANAGEMENT REPORT BY SUPLEE, CLOONEY & COMPANY.**

**VIII. ADDITIONS/DELETIONS:**

**IX. REPORTS FROM LIAISONS & ASSIGNMENTS**

Schools:

High School:	Ms. Allen/Mr. Garay	7-8 Gr. Academy:	Mr. Toma
Cleveland:	Mr. White	Franklin:	Mrs. Giacobbe
Madison:	Mrs. Raysick	Roosevelt:	Mr. Antisz
ACE:	Ms. Allen/Mr. Garay	Preschool:	Ms. Moteiro

Affirmative Action: Mrs. Raysick

City Council: Ms. Allen

State and County Boards:

Union County:	Mr. Toma, Alt.: Mr. Robson
New Jersey:	Mr. Robson, Alt.: Mr. Toma

Union County Educational Services Comm.: Ms. Moteiro

Great Schools NJ: Ms. Allen

**X. SUPERINTENDENT’S REPORT**

1. Recognition of Rahway High School’s Bowling Team.
2. **Report of Student Services, March, 2023:**

	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>
<b>Pre-referral Meetings</b>	28	92
<b>Referrals Received</b>	28	126 (+47 pending 21-22)
<b>Preschool</b>	(3)	43 (+12 pending 21-22)
<b>Referrals Completed</b>	20	128
<b>Non-classifications</b>	1	9
<b>Classifications</b>	12	90
<b>No Evaluation</b>	7	29
<b>Referrals Pending</b>		45
<b>Preschool</b>		(13)
<b>Reevaluations Completed</b>	20	189
<b>Declassifications</b>	1	7
<b>Continuations</b>	19	182
<b>Annual Reviews</b>	64	396
<b>Transfers Received</b>	2	54
<b>Transfers Out</b>	5	51
<b>Residency Checks</b>	4	63
<b>Residency Drops</b>	7	39
<b>Truancy Drops</b>	2	9
<b>Surveillances</b>	4	43
<b>Consultations</b>	3	36
<b>Public Transport Checks</b>	1	6
<b>Meetings with Counselors</b>	4	29

**XI. CORRESPONDENCE/COMMUNICATION**

**XII. PUBLIC COMMENTS (AGENDA ITEMS ONLY)**

Note on public comment at BOE meetings: Board Policy #1120, adopted on December 20, 2016, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, address, and group affiliation, if applicable;
2. According to BOE policy, each statement made by a participant shall be limited to three minutes duration. If necessary, the presiding officer may extend the limit to five minutes;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. 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;
5. The Board will not receive printed materials from the public during public meetings. The public may submit printed materials by addressing them to the Board Secretary, Rahway Board of Education, PO Box 1024, Rahway, NJ 07065;
6. Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a “cross examination” between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

**XIII. MINUTES**

Motion to approve of the following minutes:

March 7, 2023	Caucus Meeting
March 21, 2023	Regular Meeting
March 25, 2023	Special Meeting / <b>Board Retreat</b>

**XIV. COMMUNITY RELATIONS**

Chair – Najah Allen

Members – Carlos Garay, Timothy Antisz, Alt.: Joseph Toma

**XV. PERSONNEL**

Chair – Shanna Raysick

Members – Najah Allen, Laura Giacobbe, Alt.: Sean White

**The Board recommends:**

1. Motion to appoint \_\_\_\_\_ as Assistant Superintendent of Schools for the period \_\_\_\_\_; contract pending the approval of the Executive County Superintendent of Schools.

**The Superintendent recommends:**

2. Motion to accept the resignation of Rina Haleva, Roosevelt School Counselor, effective July 1, 2023.
3. Motion to accept the retirement resignation of Robert Kinch, High School French Teacher, effective October 1, 2023.
4. Motion to approve a pregnancy leave of absence for Employee #5411, assigned to the Alternative Center, for the approximate period May 6 through June 30, 2023; employee may be entitled to use accumulated sick leave during the disability period as defined by the attending physician.
5. Motion to approve an unpaid leave of absence for Employee #6383, assigned to Franklin School, effective September 1 through November 26, 2023, in accordance with the FMLA.
6. Motion to approve a pregnancy leave of absence for Employee #5659, assigned to Roosevelt School, for the approximately period June 5, 2023, through the remainder of the 2022-2023 school year, to be followed by an unpaid leave of absence in accordance with the NJFLA for the period September 1 through November 19, 2023; employee may be entitled to use accumulated sick leave during the disability period as defined by the attending physician.
7. Motion to approve an unpaid leave of absence in accordance with the NJFLA for Employee #4082, assigned to Roosevelt School, for the period September 1 through November 26, 2023.
8. Motion to add the following name(s) to the 2022-2023 Substitute Teacher List pending the successful completion of pre-employment requirements:  

Kristina Godoy                      Narendra Misir
9. Motion to appoint Odete Ramalho to the Extra Service position of Bus Monitor for the Academy, for the 2022-2023 school year, at the negotiated hourly rate.
10. Motion to create the position of Safety and Security Monitor and approve the job description.
11. Motion to revise the job description for Safety Officer.

12. Motion to approve 6<sup>th</sup> period Compensation for Robert Flanagan, High School Art Teacher, effective April 3, 2023 through the end of the 2022-2023 school year.
13. Motion to adjust the 2022-2023 salary for John Sardine, High School JROTC Instructor, from Step 11 of the Non-Degree Guide, \$66,644.00 to \$73,823.30 (off-guide), effective Sept. 1, 2022, in accordance with the Minimum Instructor Pay (MIP) as governed by 10 U.S.C. 2031, Section 2031(d)(1).

**XVI. EDUCATION/CURRICULUM**

Chair – Joseph Toma

Members –Shanna Raysick, Najah Allen, Alt.: Jennifer Moteiro

**The Superintendent recommends:**

1. Motion to approve the following out-of-state trips:

High School Track Team to participate in the Penn Relays, University of Pennsylvania, April 26 -29, 2023, transportation and registration fees paid by the Board.

High School International Foods class to visit New York City for a multi-ethnic foods tour on May 16, 2023, at a cost to the Board in the amount of \$312.00 for transportation.

2. Motion to approve the following fundraiser activities, no door-to-door selling, subject to adherence to the COVID-19 State-mandated restrictions in effect at the time of the fundraiser:

High School

Class of 2026 and CLAW students to sell tickets and refreshments for Spring Fling Dance on April 27, 2023; proceeds to be used for class activities.

PTO to sell senior class graduate yard signs during April 2023; proceeds to be used for end of year activities.

PTO to accept a percentage of receipts for dining at D'Italia Restaurant, Avenel, NJ, from May 8-9, 2023; proceeds to be used toward end of year activities.

PTO to sell flowers at the High School's Graduation on June 21, 2023; proceeds to be used for end of year activities.

PTO to sell tickets for a Trivia Night on April 20, 2023; proceeds to be donated to Rahway Food Bank.

English National Honor Society to sell tickets and refreshments at a talent show for National Poetry Month during April 2023; proceeds to be used toward student activities.

Academy

8<sup>th</sup> Grade Class to sell tickets for a dinner dance from June 5 – June 15, 2023; proceeds to be used to offset costs of dinner dance and future 8<sup>th</sup> Grade activities.

Franklin

PTA to sell Mother's Day Gift Bags from April 19 to May 5, 2023; proceeds to be used for student activities and supplies.

PTA to hold a Kids Bazaar Sale from June 1 through June 21, 2023; proceeds to be used for student activities and supplies.

Grover Cleveland

Acceptance of receipts from the Waiting Room for Restaurant Night Fundraiser during the 2022-2023 school year, date to be determined; proceeds to be used for student activities.

School-wide sale of bracelets from April 6 through May 3, 2023; proceeds to be used for student activities.

Roosevelt

Teachers to contribute \$5.00 for a dress down day, date to be determined, during the period April 5 – 28, 2023; proceeds to be used for summer extended year program activities.

3. Motion to amend the Tuition Contract to include a 1:1 Aide for Student #20410 at Deron School, Union, NJ, for the remainder of the 2022-2023 school year, effective March 16, 2023, at a yearly cost of \$11,505.00.
4. Motion to approve a 45-day placement for Student #20830 at Coastal Learning Center Monmouth, Howell, NJ, at a tuition rate of \$22,329.45, prorated to the effective date of March 15, 2023, plus an estimated transportation cost of \$380.00 per day.
5. Motion to approve placement, related services, and transportation for Student #20180003191 at Collier Youth Services, Wickatunk, NJ, for the remainder of the 2022-2023 school year, at a yearly tuition rate of \$20,748.00, prorated to the effective date of March 21, 2023, plus an estimated transportation cost of \$245.00 per day.
6. Motion to enter into an Agreement with Preferred Home Healthcare & Nursing Services to provide individual nursing services to Student #201800020203, placed out-of-district for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024, up to 5 hours per day at a rate of \$59.00 per hour for Registered Nurse and \$54.00 per hour for Licensed Practical Nurse services; services provided include escorting student to and from school on school bus; total not to exceed \$61,950.00.

7. Motion to enter into an Agreement with Home & Hospital Medical Personnel to provide coverage for individual nursing services to Student #18355 placed at Children's Center of Monmouth County for the 2022-2023 school year, effective April 17, 2023 through June 30, 2023, up to 8 hours per day at a rate of \$60.00 per hour for Registered Nurse and \$50.00 per hour for Licensed Practical Nurse services; services include escorting student to and from school on school bus and providing care to student during the school day; total not to exceed \$21,120.00.
8. Motion to approve the placement, related services, and transportation for Student #20557 at Center for Lifelong Learning, Parlin, NJ, for the remainder of the 2022-2023 school year at a yearly tuition rate of \$20,001.00, prorated to the effective date of March 20, 2023, plus \$14,986.00 for a 1:1 Aide and an estimated transportation cost of \$110.71 per day.
9. Motion to establish the 180<sup>th</sup> student contact day for the 2022-23 school year to be June 21, 2023, barring any unforeseen emergency closings; **school will be in session on Thursday, May 25**; school will be **closed on the following days**: Friday, May 26 (unused emergency closing day), May 30 (Memorial Day - Staff Holiday), and Tuesday, May 31 (unused emergency closing day).

**XVII. FINANCE/FACILITIES**

Chair – Timothy Antisz

Members –Sean White, Carlos Garay, Alt.: Laura Giacobbe

**The Superintendent recommends:**

1. Motion to approve the Bills List through April 4, 2023.
2. Motion to approve the Budget Transfers through February 28, 2023.
3. Motion to approve an Agreement for Participation in Coordinated Transportation Services with Union County Educational Services Commission for the transport of special education, non-public, private and vocational school students, for the 2023-24 school year.
4. Motion to accept a grant from the New Jersey Department of Agriculture, funded by the FY 2022 NSLP Equipment Assistance Grant, in the amount of \$18,084.24 to purchase (1) Freezer for Franklin Elementary School and (1) Freezer for Madison Elementary School.
5. Motion to approve payment #002 to TSUJ Corporation in the amount of \$238,679.98 for the Electrical and Distribution Upgrades at the following (5) schools: Franklin Elementary School, Grover Cleveland Elementary School, Madison Elementary School, Roosevelt Elementary School and Rahway 7th & 8th Grade Academy.
6. Motion to accept the Annual Comprehensive Financial Report (ACFR) and Auditor's Management Report on the Administrative Findings for the fiscal year ended June 30, 2022, and the recommendations and Corrective Action Plan be implemented under the applicable State of NJ heading listed:

**CORRECTIVE ACTION PLAN  
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

SCHOOL DISTRICT:	RAHWAY
COUNTY:	UNION
CONTACT PERSON:	STEPHEN FRIED
TYPE OF AUDIT:	FINANCIAL
TELEPHONE NUMBER:	(732) 396-1010
DATE OF BOARD MEETING:	APRIL 4, 2023
EMAIL ADDRESS:	sfried@rahway.net

I. Administrative Practices and Procedures:  
There are none.

II. Financial Planning, Accounting and Reporting:

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
1.	It is recommended that payment to the State of New Jersey for reimbursement of TPAF/FICA be made before the 90 day grant liquidation period.	All required payments to the State of New Jersey for reimbursement of TPAF/FICA will be made before the 90 day grant liquidation period.	Stephen Fried	6/30/2023

III. School Purchasing Program:  
There are none.

IV. School Food Service:

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
2.	It is recommended that appropriate action be taken to ensure that net cash resources of the Food Service Fund do not exceed (3) months average expenditures.	Appropriate action will be taken to ensure that net cash resources of the Food Service Fund do not exceed (3) months average expenditures.	Stephen Fried	6/30/2023

V. Student Body Activities/Athletics/Scholarships:

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
3.	It is recommended that internal controls over the maintenance and utilization of the Student Activity Funds be reviewed and enhanced.	The internal controls over the maintenance and utilization of Student Activity Funds will be reviewed and enhanced.	School Principals & Stephen Fried	6/30/2023

VI. Application for State School Aid:  
There are none.

VII. Pupil Transportation:  
There are none.

VIII. Facilities and Capital Assets:  
There are none.



**XVIII. PUBLIC COMMENTS**

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**XIX. GENERAL BOARD MEMBER COMMENTS**

**XX. BOARD MEETING DATES**

Regular Meeting: Tuesday, April 18, 2023 6:00 p.m. Executive, 7:00 p.m. Public Session

**XXI. ADJOURNMENT**

Motion to adjourn the meeting.