

**RAHWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
RAHWAY HIGH SCHOOL PERFORMING ARTS CENTER**

TUESDAY, MARCH 21, 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.

- **EMPLOYMENT STATUS OF EMPLOYEE #4147**
- **EMPLOYMENT STATUS OF EMPLOYEE #6393**

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 7th and 8th Grade Academy.

VII. ADDITIONS/DELETIONS:

- 1. Upon the recommendation of the Board of Education, motion to create the position of Assistant Superintendent, amend the Table of Organization to include the position of Assistant Superintendent, and adopt the job description for Assistant Superintendent.**

VIII. 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

IX. SUPERINTENDENT’S REPORT

1. Cast of “Lion King,” Grover Cleveland School’s Drama Club will perform tonight.
2. Mr. David Mudrak and High School students who attended the Elks Peer Leadership conference will share their experiences.
3. Report of Student Services, February, 2023:

	CURRENT MONTH	YEAR TO DATE
Pre-referral Meetings	17	64
Referrals Received	12	98 (+47 pending 21-22)
Preschool	(6)	40 (+12 pending 21-22)
Referrals Completed	13	108
Non-classifications	1	8
Classifications	8	78
No Evaluation	4	22
Referrals Pending		37
Preschool		(14)
Reevaluations Completed	19	169
Declassifications	2	6
Continuations	17	163
Annual Reviews	77	332
Transfers Received	5	52
Transfers Out	5	46
Residency Checks	4	59
Residency Drops	7	32
Truancy Drops	2	7
Surveillances	4	39
Consultations	3	33
Public Transport Checks	1	5
Meetings with Counselors	4	25

X. CORRESPONDENCE/COMMUNICATION

XI. 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.

XII. MINUTES

Motion to approve of the following minutes:

February 7, 2023	Caucus Meeting
February 21, 2023	Regular Meeting

XIII. COMMUNITY RELATIONS

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

XIV. PERSONNEL

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

The Superintendent recommends:

1. Motion to accept the resignation of Samantha Hansson, Madison School Teacher, effective July 1, 2023.

2. Motion to voluntarily transfer Graig Erickson, Teacher at Roosevelt School, to School Counselor, Grades 7-12, effective date dependent on securing a replacement at Roosevelt School.

3. Motion to appoint Joshua Firestone as a Physical Education/Health Teacher at Franklin School effective September 1, 2023, for the 2023-2024 school year, Master's +30 Guide, Step 9 of the Teachers Salary Guide, at an annual salary of \$77,359.00. (Replaces C. Remley)

4. Motion to adjust the salary guide for Margaret Noronha, Part-Time Paraprofessional, from Non-Degree Guide, Step 1, \$14.81/hr. to Assoc. Degree Guide, Step 1, \$16.61, effective April 1, 2023.

5. Motion to approve 6th period compensation for the following Academy Teachers:
 - Coverage for Employee #6330 (March 15 through April 16, 2023):
 - Anthony DeLeon
 - Jenna Signore

 - Coverage for Employee #4434 (March 15 until such time as the Employee returns):
 - Kathleen Garguillo
 - Robyn Larche
 - Juan Carlos Sabates
 - Olivia Silva
 - Marisa Stalfa

 - Coverage for Employee #4061 (March 15 until such time as the Employee returns):
 - Kristine Moore

 - Coverage for Technology Teacher Vacancy (March 15 through end of school year):
 - Brad Edwards
 - Michael Feltmann
 - Angela Beninato
 - Nicole Atkinson
 - Victoria Gargano

6. Motion to add the following name(s) to the 2022-2023 Substitute Paraprofessional List pending the successful completion of pre-employment requirements:
 - Angie Matos

7. Motion to accept the resignation of Ashley Harper, High School Science Teacher, effective July 1, 2023.

8. Motion to accept the resignation of Komal Patel, Franklin School English as a Second Language Teacher, effective 60 days from March 17, 2023, or sooner, if a replacement can be secured.

9. **Motion to add the following name(s) to the 2022-2023 Substitute School Bus Driver List, pending the successful completion of pre-employment requirements:**

Robert Lauderdale

10. **Motion to approve a Sidebar Agreement between the Rahway Board of Education and the Rahway Education Association regarding the donation of 43 sick days for Employee #6006.**

11. **Motion to accept the retirement resignation of Colleen Tombs, Academy Science Teacher, effective July 1, 2023.**

XV. EDUCATION/CURRICULUM

Chair – Joseph Toma

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

The Superintendent recommends:

1. Motion to adopt the 2023-2024 School Calendar.

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:

Academy

Preschool Spring Picture fundraiser from March 24 through April 4, 2023; proceeds to be used for end of year activities.

3. Motion to enter in an Agreement with Best Choice Home Care to provide nursing services at Roosevelt School for the remainder of the 2022-2023 school year, effective April 3, 2023, up to 7 hours per day at a rate of \$71.00 per hour for a Registered Nurse; not to exceed \$24,850.00.

4. Motion to reinstate and continue the placement for Student #18817 at Mount Carmel Guild Academy, effective March 9, 2023, for the remainder of the 2022-2023 school year; placement was previously terminated by Board motion at the March 7, 2023 meeting.

5. Motion to terminate the placement of Student #20180000141 at the Calais School, effective March 9, 2023; student will receive home instruction pending new specialized day school placement.

XVI. FINANCE/FACILITIES

Chair – Timothy Antisz

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

The Superintendent recommends:

1. Motion to accept a donation of \$200.00 from Tracie L. Wiebush to help cover the cost of student lunch fees.
2. Motion to approve the Bills List through March 21, 2023.
3. Motion to approve the Board Secretary Report for the month of January, 2023.
4. Motion to approve the Treasurer’s Report for the month of January, 2023.
5. Motion to approve Budget Transfers through January 31, 2023.
6. Motion to submit to the NJ Department of Education, Division of Early Childhood, the 2023-24 Preschool Expansion Aid (PEA) Annual Preschool budget.
7. Motion to approve payment #02 to AVCO Construction, Inc. in the amount of \$134,946.00 for the Unit Ventilator Upgrades at Roosevelt Elementary School.
8. Motion to approve revising a purchase order for Atra Janitorial Supply Co., Inc., Pompton Plains, NJ, from the amount of \$75,000.00 to the amount of \$140,000.00, to purchase custodial supplies for the 2022-23 school year and the summer 2023.
9. Motion to approve payment to the Somerset-Union Soil Conservation District, in the amount of \$695.00, to submit the application for Soil Erosion and Sediment Control Plan Certification for the Site Upgrades & Masonry Repairs Project at Madison Elementary School and Rahway High School.
10. Motion to approve payment to the Somerset-Union Soil Conservation District, in the amount of \$695.00, to submit the application for Soil Erosion and Sediment Control Plan Certification for the Site Upgrades & Masonry Repairs Project at Grover Cleveland Elementary School.
11. Motion to approve the following resolution regarding Food Service Management:

Be it resolved that the Rahway Board of Education “SFA” approves the renewal of the Food Service Management contract with The Pomptonian, Inc. “FSMC” for the food service operation for 2023-2024.

1. FSMC Fee:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.1471 per reimbursable meal and meal equivalent to compensate the FSMC for

administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count. The per meal administrative/management fee of \$0.1471 will be multiplied by total meals.

2. There is no guaranteed financial performance.

3. Total Cost of Contract:

Total expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee. The Total Cost of Contract is \$2,261,029.18.

12. Motion to approve the following Professional Development:

Staff	Location of Workshop/Conference	Title of Workshop/Conference	Date(s)	Workshop Fee	Travel
Rina Haleva	Union, NJ	NJ School Counselor Association Spring Conference	4/21/2023	\$35	\$0
Rina Haleva	New Brunswick, NJ	Social Emotional Character Development	3/15/2023	\$0	\$0
Linda Lampert	Virtual	Threat Assessment Team Training	4/20/2023	\$0	\$0
Casey Dowling	Virtual	Threat Assessment Team Training	5/18/2023	\$0	\$0
Lisa Crespo	Virtual	Threat Assessment Team Training	6/28/2023	\$0	\$0
Susan Dilollo	Virtual	Threat Assessment Team Training	6/28/2023	\$0	\$0
Victoria Bermudez	Virtual	Threat Assessment Team Training	6/29/2023	\$0	\$0
Stephanie Holobinko	Virtual	Threat Assessment Team Training	6/29/2023	\$0	\$0
Estefania Rios	Stanford, CA	High Impact Tutoring: From Research to Sustainability	5/7/23-5/8/23	\$0	\$0
Angelo Villanueva	Glassboro, NJ	Building Thinking Classroom	5/24/2023	\$179	\$0
Juan Sabates	Glassboro, NJ	Building Thinking Classroom	5/24/2023	\$179	\$0
Amy Svec	Glassboro, NJ	Building Thinking Classroom	5/24/2023	\$179	\$0
Jenna Signore	Glassboro, NJ	Building Thinking Classroom	5/24/2023	\$179	\$0
Odete Ramalho	Glassboro, NJ	Building Thinking Classroom	5/24/2023	\$179	\$0
Susan Farrar	Virtual	Threat Assessment Team Training	4/20/2023	\$0	\$0
Juan Miao	Virtual	Threat Assessment Team Training	6/28/2023	\$0	\$0
Margaret Keenan	Virtual	Threat Assessment Team Training	4/20/2023	\$0	\$0
Mike Dedinsky	Virtual	Threat Assessment Team Training	6/29/2023	\$0	\$0
Gregory Mariconda	Virtual	Threat Assessment Team Training	4/20/2023	\$0	\$0
Linda Lampert	Monroe, NJ	NJASPA- Annual Innovations in Special Education Technology Conference	3/22/2023	\$0	\$0

Kaitlin Farrell	Virtual	Trauma Sensitive Schools	3/27/2023	\$0	\$0
Taylor Ruffino	Virtual	Beyond Bias	4/18/2023	\$0	\$0
Meg Spatz	Rahway 7th/8th Grade Academy	Instrumental Music Recruitment	3/1/2023	\$0	\$0
Tim Orton	Rahway 7th/8th Grade Academy	Instrumental Music Recruitment	3/1/2023	\$0	\$0
Susan Dube	Glassboro, NJ	Connections Matter Conference	3/17/2023	\$290	\$0
Jessica Miserentino	Montclair, NJ	Supporting Inclusive CS Education	2/17/2023	\$0	\$0
Allison Purcell	Virtual	Law and Disability Conference	5/4/2023	\$0	\$0
Tiffany Beer	Atlantic City, NJ	NJPSA Fall Conference	10/12/2023-10/13/2023	\$347	\$0
Joseph Lee	East Rutherford, NJ	2023 SHI Roadshow- Cybersecurity	4/4/2023	\$0	\$0
Joseph Welch	East Rutherford, NJ	2023 SHI Roadshow- Cybersecurity	4/4/2023	\$0	\$0
Leslie Breen	Virtual	AP Exam Reading	6/11/2023-6/17/2023	\$0	\$0
Stephen Church	Somerset, NJ	IPM Training	4/14/2023	\$0	\$0
Stephen Church	Somerset, NJ	IAQ Training	4/28/2023	\$0	\$0
Tiffany Beer	Rider University	NJAFPA Conference	5/31/2023	\$0	\$0
Linda Lampert	Jersey City, NJ	STEM Maker's Day	3/24/2023	\$0	\$0
Bobbie Wright	Tampa, FL	AP Exam Reading	6/9/23-6/17/23	\$0	\$0
Nataly Lopez	New Brunswick, NJ	NJTESOL/NJBE Spring Conference	5/23/23-5/24/23	\$515	\$0
Nicole Dumani	New Brunswick, NJ	NJTESOL/NJBE Spring Conference	5/23/23-5/24/23	\$515	\$0
Cristina Soto Baez	Virtual	March TPOT Reliability Training	3/29/23-3/31/23	\$325	\$0
Adriana Mosca	New Brunswick, NJ	Rutgers Literacy Series	4/20/2023	\$175	\$0
Maureen Dalessio	New Brunswick, NJ	Rutgers Literacy Series	4/20/2023	\$175	\$0
Odete Ramalho	Virtual	The Classroom Behavior Manual	4/18/23, 4/25/23	\$365	\$0
Jaclyn Basso	Virtual	The 7 Success Factors for Instructional Coaching	4/12/2023	\$115	\$0
Jaclyn Basso	Virtual	Bring Toer 2 Down to Tier 1 by Integrating Trauma Responsive Practices into the Daily Practices of Schools	4/26/2023	\$110	\$0

13. Motion to accept a donation of \$1,000.00 from Linda B. McTeague to establish a new memorial scholarship in the name of Timothy S. Bragdon.

XVII. PUBLIC COMMENTS

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XVIII. GENERAL BOARD MEMBER COMMENTS

XIX. BOARD MEETING DATES

Caucus Meeting: Tuesday, April 4, 2023 6:00 p.m. Executive, 7:00 p.m. Public Session
Regular Meeting: Tuesday, April 18, 2023 6:00 p.m. Executive, 7:00 p.m. Public Session

XX. ADJOURNMENT

Motion to adjourn the meeting.

ASSISTANT SUPERINTENDENT

Job Description

Qualifications

1. Must hold a Certificate of Eligibility or Standard School Administrator Certificate.
2. Administrative leadership experience at building level; preferred K-12 experience.
3. Must possess strong communication, managerial, budgetary and leadership skills.
4. Demonstrated knowledge of effective principles of teaching and learning.
5. Demonstrated ability to function effectively in a diverse school community.
6. Demonstrated aptitude or competence for assigned responsibilities.
7. Strong community public relations skills.
8. Such alternatives to the above qualifications as the Superintendent may find appropriate.

Responsible to: Superintendent of Schools

Performance Responsibilities

1. Evaluates and improves upon the overall satisfaction of assigned school services and programs for staff, parents and students.
2. Assists with the preparation and administration of the assigned accounts in the school budget.
3. Prioritizes, follows and recommends policies and governance procedures that maintain a focus on district goals.
4. Identifies priorities for improvement based upon the analysis of data and perception indicators.
5. Oversees the preparation of the drafts of needed board policies and administrative rules for the Superintendent's review and/or Board action.
6. Attends Board meetings and prepares such reports for the board as the Superintendent may request.
7. Assists in the recruiting, screening, hiring, training, assigning, evaluation, and removal when needed of staff assigned within the district.
8. Perform other duties and assignments as designated by the Superintendent.

Terms

12-month, salary and benefits as determined by the Board.

Evaluation

Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of certified staff.

Established: 3.17.23.

BOE Approved: