



PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Auditorium, Pequannock Township High School
85 Sunset Road, Pompton Plains, New Jersey 07444

AGENDA
BOARD MEETING

7:00 pm
Monday, September 24, 2012

MEETING AGENDA

- I. Call to Order
- II. Statement of Compliance – Open Public Meeting Act
Roll Call

FLAG SALUTE

- III. RECOGNITION
College Board National Hispanic Scholar

- IV. Board President Report – *William Sayre*

- V. Leadership Reports
 - Superintendent of Schools – *Victor P. Hayek*
 - Assistant Superintendent – *Rosalie Winning, Ed.D – HSPA Assessment Scores*
 - Interim Business Administrator/Board Secretary – *Michael J. Donow*

- VI. Student Representative Report – *Maggie Vineis*

- VII. Committee Reports
 - Personnel, Management, and Community Relations
 - Finance, Facilities, and Athletics
 - Ad-Hoc Joint Services

- VIII. Board Comments on Reports

- IX. Board Discussion:
 - 2013-2014 Budget
 - Phase 3 & 4 Field Improvements
 - Stephen J. Gerace Gymnasium
 - Full Day Kindergarten/District Configuration
 - Community Forum November 2012 (TBD)

X. Open to Public Agenda Action Items Only

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any agenda action items during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President or Acting President. Depending on the nature and the complexity of the question, it may or may not be answered during the meeting and, if so, only after the member of the public has completed their comments or reached their allotted time.

XI. ACTION:

PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS

- PMC-31-13 Approval of Movement on the Salary Guides – 2012-2013
- PMC-32-13 Approval of District Substitutes - 2012-2013
- PMC-33-13 Approval of Update to Uniform State Memorandum of Agreement
- PMC-34-13 Approval of Elementary School Lunch Aides for the 2012-2013 School Year
- PMC-35-13 Approval of Revised Job Description
- PMC-36-13 Approval of Merit Pay
- PMC-37-13 Approval of Revised 2012-2013 Salaries
- PMC-38-13 Approval of Amendment Of Hours – 2012-2013 School Year
- PMC-39-13 Approval of Extra-Curricular Appointment – 2012-2013
- PMC-40-13 Approval of Family/Medical Leave Of Absence – 2012-2013 School Year

Motion	Second	Roll Call Vote
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RESOLUTION NO. PMC-31-13

APPROVAL OF MOVEMENT ON THE SALARY GUIDES – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the movement of the following teachers on the salary guide based upon documentation that they have earned additional graduate school credits, effective September 1, 2012.

NAME	FROM	TO
Joshua D. Belardo	BA, Step 7- \$54,202	BA+15, Step 7 – \$56,205
Jenna Cannestro	BA, Step 3- \$50,055	MA, Step 3 - \$56,055

RESOLUTION NO. PMC-32-13

APPROVAL OF DISTRICT SUBSTITUTES - 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves substitutes in the district for the 2012-2013 school year at the approved rate for the category and having met the requisite New Jersey Department of Education and District employment criteria:

Jamie Weisse, Substitute Teacher Certificate

RESOLUTION NO. PMC-33-13

APPROVAL OF UPDATE TO UNIFORM STATE MEMORANDUM OF AGREEMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the 2012 Update to the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

RESOLUTION NO. PMC-34-13

APPROVAL OF ELEMENTARY SCHOOL LUNCH AIDES FOR THE 2012-2013 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following elementary school lunch aides for the 2012-2013 school year at the rate of \$7.25 per hour.

Last Name	First Name	School
Huysers	Susan	SJG
Hinnigan	Bonnie	North Blvd.
Giuliani	Bethany	North Blvd.

RESOLUTION NO. PMC-35-13

APPROVAL OF REVISED JOB DESCRIPTION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the revised job description for Job Title- High School Assistant Principal, *per attached*

RESOLUTION NO. PMC-36-13

APPROVAL OF MERIT PAY

RESOLVED, that the Board of Education, upon recommendation of the Superintendent approve the merit pay for 2011-2012 as per negotiated collective bargaining agreement.

Name	Amount
Jerome Cammarata	\$346.00
Gina Coffaro	\$311.00
Richard Hayzler	\$243.00
Frank Ingariola	\$376.00
Theodore Loeffler	\$238.00
Jennifer Mildner	\$300.00
Patrick Lalley	\$296.00

RESOLUTION NO. PMC-37-13

APPROVAL OF REVISED 2012-2013 SALARIES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent approve the revised 2012-2013 salaries, adjusted for 2011-2012 merit pay, as per negotiated collective bargaining agreement.

Name	Amount
Gina Coffaro	\$128,970
Frank Ingariola	\$155,861
Jennifer Mildner	\$122,105
Patrick. Lalley	\$122,760

RESOLUTION NO. PMC-38-13

APPROVAL OF AMENDMENT OF HOURS FOR BUS DRIVER – 2012-2013 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the amendment of hours of the following Bus Driver in the Pequannock Township School District:

NAME	ASSIGNMENT	EFFECTIVE DATES	ANNUAL BASE SALARY /STIPEND
Juan Oviedo	Bus Driver .75 (6 Hours /Day) FTE, Step 1	9/1/12-6/30/13	\$20,411.25

RESOLUTION NO. PMC-39-13

APPROVAL OF EXTRA-CURRICULAR APPOINTMENT – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following appointment for the 2012-2013 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

**Extra-Curricular Duty Pay Guide, Elementary Schools:
Stephen J. Gerace School**

ADVISOR	ASSIGNMENT	STIPEND
Helga Shenton replacing Michele Mazzola	Computer Club, Grade 5, Co-Advisor	\$546.50

RESOLUTION NO. PMC-40-13

APPROVAL OF FAMILY/MEDICAL LEAVE OF ABSENCE – 2012-2013 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the superintendent, approves the following family/medical leave of absence:

- Nancy Mugan, Teacher, Stephen J. Gerace, effective on or about November 26, 2012 using up to forty (40) accumulated sick days during eight weeks of disability ending on or about January 30, 2013 followed by twelve (12) weeks under New Jersey Family/Medical Leave Act, unpaid with benefits ending April 30, 2013.
- Rosanne Manganelli, Reading Specialist, North Blvd., using fourteen (14) accumulated sick days during three (3) weeks of disability, effective October 1, 2012 through October 19, 2012, paid with benefits.

CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

- CIS-19-13 Approval of Field Trips – 2012-2013
- CIS-20-13 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses – 2012-2013
- CIS-21-13 Approval of Out-Of-District Placement, Services, and Agencies to Provide Services to Students – 2012-2013
- CIS-22-13 Approval of Providers for Services to Students – 2012-2013
- CIS-23-13 Approval of Textbook Adoption and Purchases for STEM Classes
- CIS-24-13 Approval of Mileage Reimbursement for Staff

Motion	Second	Roll Call Vote
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RESOLUTION NO. CIS-19-13

APPROVAL OF FIELD TRIPS – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following student field trips. All field trip destinations must be pre-approved pursuant to New Jersey State Statute 6A:23A-5.8(c)1.

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
10/16/12	College of St. Elizabeth, Morristown	Praschak, Ruban	PV/6-8/12	Youth Summit and the YEA Challenge/ United Way		Transportation
10/24/12	Morris Museum, Morristown	Patel, Scillieri, Belardo	HV/3/75 3 Teachers 7 Chaperones	Science study of vertebrates/ invertebrates	\$5.00	none Paid by HSA
11/4/12	Rutgers University, New Brunswick	Socha, Thompson	HS/-/49 2 Teachers 13 Chaperones	U.S. Bands NJ State Championships Marching Band Competition		Transportation
5/23/13	Montclair State University	Segedin, Galliano, Shaw, Raczko, Meyers	HV/1&2/105 5 Teachers 12 Chaperones	Theatreworks Production of "Ramona Quimby"	Paid by HSA	None Paid by HSA

RESOLUTION NO. CIS-20-13

APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES – 2012-2013

WHEREAS, the attendance at stated functions was previously approved by the Superintendent of Schools, as work related and within the scope of the work responsibilities of the attendees and the school district's professional developmental plan; and

WHEREAS, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at these functions will be in compliance with state travel payment guidelines established by the Department of Treasury and the federal Office of Management and Budget;

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that the Pequannock Township Board of Education approves these attendances; and

THEREFORE, BE IT FURTHER RESOLVED that the reimbursement of the related travel expenses shall be in accordance with the above-mentioned guidelines. **These are “not-to-exceed” amounts:**

Date(s)	Employee	Conference/Workshop Location	Registration	Travel	Sub Cost	Estimate Total Expense
10/23-25/12	Joe Cropanese	NJSBA Conference, Atlantic City, NJ	\$150.00	\$480.25		\$630.25
10/23, 24/12	Rosalie Winning	NJSBA Conference, Atlantic City, NJ	\$150.00	\$304.25		\$454.25
10/23, 24/12	Victor Hayek	NJSBA Conference, Atlantic City, NJ	\$150.00	\$304.25		\$454.25
10/10/12	Jennifer Perez	Assessing & Teaching Functional Living Skills Using AFLS, Atlantic City	\$125.00	\$84.94		\$209.94
10/11/12	Alexis Somers	Autism NJ, Atlantic City	\$195.00	\$84.94	\$80.00	\$359.94
10/22/12	Jana Cohen	Mock Trial Workshop, NJ State Bar Assoc.			\$80.00	\$80.00
10/22/12	Josh Goldfarb	Mock Trial Workshop, NJ State Bar Assoc.			\$80.00	\$80.00
10/31/12	Josh Goldfarb	After the Holocaust, College of St. Elizabeth, Morristown		\$3.94	\$80.00	\$83.94
10/26/12	Faye Lash	NJALC Conference, Long Branch, NJ	\$100.00	\$50.92		\$150.92
10/14, 15/12	Rianna LaGrassa	Common Core Standards, East Windsor	\$230.00	\$100.98	\$160.00	\$490.98
11/16/12	Lorraine LaTempa	Chilton Neighbors for Better Health, Pompton Plains				-0-
11/30/12	Kimberly Meyerson	NJASL Conference, Long Branch	\$85.00	\$31.00	\$80.00	\$196.00
10/12/12	Dorothy Csakvary	School Trans. Supervisors of NJ, Denville, NJ	\$10.00	\$10.04		\$20.04

RESOLUTION NO. CIS-21-13

APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-district placement, services, and agencies to provide services to students for the 2012-2013 school year:

STUDENT	PLACEMENT/SERVICES/AGENCIES	FEE
#24	Kristen Martin, ABA Therapy	\$11,700.00 - 4.5 hrs/wk. x \$65/hr. x 40 wks
	Kristen Martin, Team Meeting	\$650.00 - 1 hr/month x \$65/hr. x 10

	Joe Columbo, ABA Therapy	months \$866.40 – 1.5 hrs/wk. x \$14.44/hr. x 40 wks. Per PTEA Negotiated Agreement, Article 32, 6.m.
#175	Ami Anton Specialized Reading Instruction	\$6,571.80 – 3hrs/wk. x \$60.85/hr. x 36 wks. Per PTEA Negotiated Agreement, Article 32, 6.m.
#184	Pediatric Rehabilitation, PT/Home Instruction Diane Loil, OT/Home Instruction Ilona Oosterwyk, Speech/Home Instruction	\$750.00 - 1 hr/wk. x \$125/hr. x 6 wks. \$593.64 - 1.5 hrs/wk. x \$65.96/hr. x 6 wks. Per PTEA Negotiated Agreement, Article 32, 6.m. \$517.59 - 1.5 hrs/wk. x \$57.51/hr. x 6 wks. Per PTEA Negotiated Agreement, Article 32, 6.m.
#196	Wayne Board of Education Anthony Wayne Middle School	\$20,199.00 Tuition \$ 1,800.00 Speech \$ 2,000.00 OT \$23,999.00 TOTAL
#24	*Revision to CI-34-12 Summer Services Replacement hours for Provider Karen Fox: Kristen Martin, ABA Therapy	\$2,340.00 to \$2,567.50 (\$227.50)

RESOLUTION NO. CIS-22-13

APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following providers for services to students for the 2012-2013 school year:

PROVIDER	SERVICE	FEE
Daytop New Jersey Mendham, NJ	Home Instruction:	\$114/day
Educational Services Commission of Morris County Morris Plains, NJ	See Attached services sheet:	See Attached rate schedule
Dynamic Therapeutic Services Paramus, NJ	Bilingual Speech / Language Evaluation: Related Services:	\$625 \$95/hour
Speech and Hearing Associates Westfield, NJ	Central Auditory Processing Evaluation: Peripheral Audiological Evaluation: Language Processing Evaluation:	\$500 \$235 \$750
St. Joseph's Regional Medical Center Rehabilitation Medicine Dept. Paterson, NJ	Voice, Speech, and/or Language Evaluation: Voice, Speech Therapy:	\$366 \$240/hour
Pompton Speech Plus Pompton Plains, NJ	Social Skills Services: Staff Training:	\$65/hour \$125
Tom Caine and Associates Mountain Lakes, NJ	Assistive Technology Evaluation:	\$125/hour
St. Joseph's Health Care, Inc. Medical Center/Willowbrook	Neurological Evaluation: Neuro-Child Developmental Evaluation	\$400

Wayne, NJ		
Dr. Elliot Grossman Florham Park, NJ	Neurological Evaluation Ages 17+:	\$300
Platt Psychiatric Associates, LLC Ellen M. Platt, D.O. Arthur S. Platt, D.O. Cedar Grove, NJ	Child, Adolescent and General Psychiatric Consultation/Evaluation:	\$600
Dr. Mark Faber Upper Montclair, NJ	Psychiatric Evaluation:	\$550
Childhood Anxiety Solutions Marian Moldan, LCSW Miller Place, NY	Selective Mutism Consultation:	\$150/hour

RESOLUTION NO. CIS-23-13

APPROVAL OF TEXTBOOK ADOPTION AND PURCHASES FOR STEM CLASSES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following textbook adoption and purchases for the new STEM classes at PTHS:

CLASS	ITEM	(Approximate) COST
CAD (Computer Aided Design)	Mechanical Drawing Textbook and Student Workbook (Class Set)	\$2,050.00
Web Design	Adobe Creative Suite 6: Introductory Textbook (Class Set)	\$3,100.00
Game Design	Game It Curriculum Group License	\$499.00

RESOLUTION NO. CIS-24-13

APPROVAL OF MILEAGE REIMBURSEMENT FOR STAFF

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves mileage reimbursement for staff traveling between school buildings at the approved OMB rate of \$.31 per mile.

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|---------------------|------------------|
| Kim Buscher | Beata Ligas |
| Emily Coughlin | Diane Loil |
| Marcia Dimetrosky | Jane McAllister |
| Cathleen Donato | Iiona Oosterwyk |
| Mayra Fajardo | Shannon Patti |
| Leslie Galamb | Jennifer Perez |
| Natasha Hiden-Burns | Ellen Ruban |
| Faye Lash | Amy Shea |
| Hope Liebes | Jessica Rentas |
| Elizabeth Dowd | Yvette McBain |
| Kathryn Hornig | Deirdre Schmitt |
| Rosanne Mangangelli | Alyce Zmigrodski |

FINANCE, FACILITIES, AND ATHLETICS

- FFA-43-13 Monthly Reports from Schools and Programs
- FFA-44-13 Approval of Financial Reports/Monthly Certification for August 2012
- FFA-45-13 Transfer of Funds – 2012-2013
- FFA-46-13 Payment of Bills – September 24, 2012
- FFA-47-13 Approval to Accept Donation to Pequannock Township School District
- FFA-48-13 Approval of Joint Transportation Agreement with the Wayne Board of Education
- FFA-49-13 Approval of Time and Material Cooperative Purchasing Agreement through Educational Data Services, Inc.
- FFA-50-13 Approval of Administration of Non-Public Services for Idea Grant

Motion by:	Second by:	Roll Call Vote:
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RESOLUTION NO. FFA-43-13

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of August 2012 for the High School Activities Account and the High School Interscholastic Athletic Account, and August 2012 for the Pequannock Valley Activities Fund.

RESOLUTION NO. FFA-44-13

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR AUGUST 2012

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for August 2012.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of August 2012, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

RESOLVED that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of August 2012, the Board Secretary Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

RESOLUTION NO. FFA-45-13

TRANSFER OF FUNDS – 2012-2013

RESOLVED, that the Board of Education approves the transfer of funds within the 2012-2013 budget for the month of August 2012 in accordance with the attached list, which shall be attached to and become a part of the record.

RESOLUTION NO. FFA-46-13

PAYMENT OF BILLS – SEPTEMBER 24, 2012

RESOLVED, that the Board of Education approves the payment of claims as submitted by the Interim Business Administrator/Board Secretary for the September 24, 2012 bill list as attached:

Bill List	\$1,124,275.10
Payroll for August, 2012 (Corrected) Board Share of FICA	\$ <u>2.39</u>
Total Claims	<u>\$1,124,277.49</u>

RESOLUTION NO. FFA-47-13

APPROVAL TO ACCEPT DONATION TO PEQUANNOCK TOWNSHIP SCHOOL DISTRICT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the following donations to the Pequannock Township School District:

ITEMS DONATED	TO	DONATED BY	ESTIMATED VALUE
Tuba	PV Middle School	The Music Shop Boonton, NJ	\$800.00

RESOLUTION NO. FFA-48-13

APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH THE WAYNE BOARD OF EDUCATION

RESOLVED, that the Board of Education approves a Joint Transportation Agreement with the Wayne Board of Education as follows:

Route #	Destination	Number of Host District Students	Number of Joiner District Students	Effective Dates	Joiner Cost
PEQ-113	Banyan School Fairfield, NJ	2	1	9/4/12 – 6/24/13	\$10,188.00

RESOLUTION NO. FFA-49-13

APPROVAL OF TIME AND MATERIAL COOPERATIVE PURCHASING AGREEMENT THROUGH EDUCATIONAL DATA SERVICES, INC.

RESOLVED, that the Board of Education, upon the recommendation of the Interim Business Administrator/Board Secretary, approves extending the district's participation in the cooperative purchasing agreement through Educational Data Services, Inc. to include the Time and Material Maintenance Bid/Cooperative Skilled Trades Compliance Services and Ancillary Bid for the period of October 1, 2012 through March 31, 2014 at a fee of \$1,990.00; and

BE IT FURTHER RESOLVED, that the Board approves the award of bid to the primary and secondary vendors in the various categories contained in attached list of cooperative bids.

RESOLUTION NO. FFA-50-13

APPROVAL OF ADMINISTRATION OF NON-PUBLIC SERVICES FOR IDEA GRANT

RESOLVED, that the Board of Education, authorizes the extension of the district's participation through the Educational Services Commission of Morris County, to include Non-Public services for the federal IDEA grant for the 2012-2013 school year with applicable fees paid through the non-public school's allocation.

POLICY

P-04-13 Approval of Revised Policies for First Reading and Adoption

Motioned by	Seconded by	Roll Call Vote
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RESOLUTION NO. P-04-13

APPROVAL OF REVISED POLICIES FOR FIRST READING AND ADOPTION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following revised policies for first reading and adoption, *as per attached*:

BOE Manual Section:	No. - Title:
Program	2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries
Finances	6470 – Payment of Claims

New Business

Old Business

Open to Public

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any topic during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President or Acting President. Depending on the nature and the complexity of the question, it may or may not be answered during the meeting and, if so, only after the member of the public has completed their comments or reached their allotted time.

CONSIDERATION OF EXECUTIVE SESSION

RESOLVED, that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss matters pertaining to Legal, Personnel Negotiation and Attorney – Client privilege matters. Said matters will be made public upon their disposition.

Motioned by	Seconded by	Roll Call Vote
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ADJOURNMENT

FUTURE PUBLIC BOARD MEETINGS

- October 9, 2012 PTHS
- October 22, 2012 PTHS
- November 5, 2012 NB
- November 19, 2012 PTHS