



PEQUANNOCK TOWNSHIP BOARD OF EDUCATION  
Pequannock Township High School  
85 Sunset Road, Pompton Plains, New Jersey 07444  
AGENDA  
BOARD MEETING  
7:00 pm  
Tuesday, October 9, 2012

MEETING AGENDA

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

**FLAG SALUTE**

- III. RECOGNITION  
*National Merit Commended Scholars - PTHS*
- IV. Board President Report – *William Sayre*
- V. Leadership Reports
  - Superintendent of Schools – *Victor P. Hayek*
  - Assistant Superintendent – *Rosalie Winning, Ed.D – District Test Scores Grades 3-8*
  - Interim Business Administrator/Board Secretary – *Michael J. Donow*
- VI. Student Representative Report – *Maggie Vineis*
- VII. Committee Reports
  - Curriculum, Instruction and Special Services – 10/10/12
  - Personnel, Management, and Community Relations- 10/15/12
  - Finance, Facilities, and Athletics – 10/16/12
  - Ad-Hoc Joint Services
- VIII. Board Comments on Reports
- IX. 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.

X. Approval of Minutes

Executive Session            September 10, 2012  
 Regular Meeting             September 10, 2012  
 Regular Meeting             September 24, 2012

Motion	Second	Roll Call Vote
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XI. ACTION:

**PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS**

PMC-41-13      Approval of Provisional Teachers Program And Mentors – 2012-2013  
 PMC-42-13      Approval of Informal Mentors For New To District Teachers – 2012-2013  
 PMC-43-13      Approval of District Substitutes - 2012-2013  
 PMC-44-13      Approval of Extra-Curricular Appointments – 2012-2013  
 PMC-45-13      Approval of Family/Medical Leave Of Absence – 2012-2013 School Year  
 PMC-46-13      Approval of Nurses to Staff Winter Sports Physicals  
 PMC-47-13      Approval of Winter Sports Coaches – 2012-2013  
 PMC-48-13      Approval of Stipend – 2012-2013 School Year  
 PMC-49-13      Accept Resignation  
 PMC-50-13      Approval of Movement on the Salary Guides – 2012-2013

Motion	Second	Roll Call Vote
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**RESOLUTION NO. PMC-41-13**

**APPROVAL OF PROVISIONAL TEACHERS PROGRAM AND MENTORS – 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following teacher as part of the Provisional Teacher Program and mentor as assigned for the 2012-2013 school year. Further, payroll deductions are to be made to satisfy total mentoring fees of \$550.00, pro-rated

Staff Member	Assignment	Mentor	School
Tara Keane	Elementary Teacher	Donna Madison	Stephen J. Gerace
Rianna LaGrassa	Math Teacher	Victoria Bonaccorso	PTHS
Arielle Weinstein	Special Education Teacher	Susan Shuttlesworth	PTHS
Julia Verno	Replacement Teacher	Andrea Shaw	Hillview

**RESOLUTION NO. PMC-42-13**

**APPROVAL OF INFORMAL MENTORS FOR NEW TO DISTRICT TEACHERS – 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following teachers as part of the New to District Teacher Mentor Program as assigned for the 2012-2013 school year.

Staff Member	Assignment	Mentor	School
Neil Ascione	Computer Teacher	Keith Brady	PTHS
Jin Lee	Math Teacher	Barbara McCormack	PTHS
Katharine Socha	Music Teacher	Charles Postas	PTHS

Candace Boilard	English Teacher	Jeri Asaro	PVMS
Adrianna Riveros	Spanish Teacher	Laura Higley	PVMS
Thomas Rowland	School Counselor	Terri Praschak	PVMS
Meredith Diehl	Replacement Teacher	Michele Mazzola	SJG
Sarah Hubner	Elementary Teacher	Michele Mazzola	SJG
Kathryn Hornig	Teacher/MLSP	Jessica Muzzio-Rentas	Hillview
Alyce Zmigrodski	Teacher/MLSP	Melissa Vivian	North Blvd.
Lindsay Fontana	P/T Elementary Teacher	Susan Weimann	North Blvd.
Christine Rodiero	P/T Elementary Teacher	Patty Sedran	Hillview

**RESOLUTION NO. PMC-43-13**

**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:

Bonnie Hinnigan, Classroom and Office Aide

**RESOLUTION NO. PMC-44-13**

**APPROVAL OF EXTRA-CURRICULAR APPOINTMENTS – 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following appointments 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, Pequannock Township High School:**

ADVISOR	ASSIGNMENT	STIPEND
Julia Goodson replacing Dan Rodriguez	Spanish Club Co-Advisor/Honor Society Co-Advisor	\$426
Katelyn Gannon	SADD Advisor	\$1,179

**RESOLUTION NO. PMC-45-13**

**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:

- Heather Lynn LaCognata, Pequannock Township High School, effective on or about November 11, 2012, using up to 30 accumulated sick days, to be taken in accordance with the provision law, immediately followed by twelve (12) weeks under the New Jersey Family/Medical Leave Act, with expected return on or about March 12, 2013
- Revised per Physicians note- Nancy Mugan, Teacher, Stephen J. Gerace, effective on or about November 5, 2012 using up to fifty (51) 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.

**RESOLUTION NO. PMC-46-13**

**APPROVAL OF NURSES TO STAFF WINTER SPORTS PHYSICALS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of the following nurse personnel to staff winter sports physicals scheduled for November 1, 2012, not to exceed six hours, pro-rated to an hourly rate of their contracted amounts, as per the Pequannock Township Education Association Agreement.

- Norka Torres, Pequannock Township High School
- Cindy Wolkowitz, Pequannock Valley Middle School Nurse.

**RESOLUTION NO. PMC-47-13**

**APPROVAL OF WINTER SPORTS COACHES – 2012-2013**

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

**Interscholastic Sports Pay Guide, Pequannock Valley Middle School**

**Winter Season:**

ADVISOR	ASSIGNMENT	STIPEND
Jonathan McBurney	Head Boys' Basketball Coach	Step 5, \$4,152
Tamra Troast	Head Girls' Basketball Coach	Step M, \$5,250
Steven Shuttlesworth	Head Wrestling Coach	Step M, \$5,250 + \$300 Longevity

**Interscholastic Sports Pay Guide, Pequannock Township High School**

**Winter Season:**

ADVISOR	ASSIGNMENT	STIPEND
Jeffrey DeBell	Head Boys' Basketball Coach	Step M, \$7,550
Michael Zummo	Assistant Boys' Basketball Coach	Step 1, \$2,911
TBA	Assistant Boys' Basketball Coach	TBA
Dave VanDeVrede	Volunteer Basketball Coach	Volunteer
Margaret Bionde	Head Girls' Basketball Coach	Step M, \$7,550 + \$300 Longevity
Joseph Colombo	Assistant Girls' Basketball Coach	Step 7, \$5,244
James Phillips	Assistant Girls' Basketball Coach	Step M, \$5,560
TBA	Head Swimming Coach	TBA
Thomas Rowland	Assistant Swimming Coach	Step 1, \$2,995
Leonard Smith	Head Wrestling Coach	Step M, \$7,550 + \$300 Longevity
TBA	Assistant Wrestling Coach	TBA
Jonathan Hemenway	Assistant Wrestling Coach	Step 6, \$4,751
Robert LaPaglia	Volunteer Wrestling	Volunteer
Christopher Enrico	Head Ice Hockey Coach	Step 7, \$6,445
Gerardo Iannuzi	Assistant Ice Hockey Coach	Step M, \$5,196
John Robert Cassie	Assistant Ice Hockey Coach	Step M, \$5,196
Deborah Thomas	Head Cheerleading Advisor	Step 2, \$2,448
TBA	Assistant Cheerleading Advisor	TBA

**RESOLUTION PMC-48-13**

**APPROVAL OF STIPEND – 2012-2013 SCHOOL YEAR**

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

NAME	ASSIGNMENT	STIPEND
Melinda Tierney	.5 Bookkeeper	\$4,598

**RESOLUTION NO. PMC-49-13**

**ACCEPT RESIGNATION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the resignation of Kelly Salus, Building Aide at the Pequannock Township High School effective October 5, 2012.

**RESOLUTION NO. PMC-50-13**

**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
James Riley	MA + 45, Step 12, \$77,475	MA + 60, Step 12 \$79,475

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

- CIS-24-13 Approval of Field Trips – 2012-2013
- CIS-25-13 Approval of Out-of-state Overnight Band Trip
- CIS-26-13 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses – 2012-2013
- CIS-27-13 Approval of Out-Of-District Placement, Services, and Agencies to Provide Services to Students – 2012-2013
- CIS-28-13 Approval of Revised Curriculum and Payment to Writers

Motion	Second	Roll Call Vote
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**RESOLUTION NO. CIS-24-13**

**APPROVAL OF FIELD TRIPS – 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following student field trips.

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
10/21/12	Highlands Tourism Partnership Last Fling Pumpkin Sling, Washington, NJ	Crosby	PTHS/--/17 3 Teachers	STEM Class Catapult Competition	\$0.00	Transportation
10/25/12	Newark Muscum Newark, NJ	Tartaglia, Raimondo, Zerden, Warner	HV/4/74 4 Teachers 6 Chaperones	Study of U.S. & NJ History, Geography & Cultures	Paid by HSA	Paid by HSA
10/26/12	Sterling Mineral Mines Ogdensburg, NJ	Vuolo, Scangarello	NB/4/49 2 Teahers 5 Chaperones	NJ History, Rocks and Minerals	Paid by HSA	Paid by HAS
10/13/12	Hillsborough High School	Socha, Thompson, Eisenberg, Gabriele	PTHS 48 Students 10 Chaperones	Marching Band Competition	\$0.00	Transportation

**RESOLUTION NO. CIS-25-13**

**APPROVAL OF OUT-OF-STATE OVERNIGHT BAND TRIP**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following student out-of-state band trip.

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
11/9, 10/2012	Navy-Marine Corps Stadium, Annapolis, MD	Socha, Thompson, Eisenberg, Gabriele	PTHS/Band/48 13 Chaperones	U.S. Bands A National Championship Marching Band Competition	\$50.00 Hotel	Approximate \$2,300 Transportation

**RESOLUTION NO. CIS-26-13**

**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
10/26/12	Yvette McBain	Education Forum of NJ, Princeton				\$0.00
10/12/12	Richard Hayzler	Transitioning to the New NJASK, Mt. Olive				\$0.00
10/12/12	Jennifer Mildner	Transitioning to the New NJASK, Mt. Olive				\$0.00
10/12/12	Ted Loeffler	Transitioning to the New NJASK, Mt. Olive				\$0.00
10/26/12	Jennifer Mildner	The Influence of Teacher Leaders in Shaping Eval. Process, Princeton				\$0.00

10/24/12, 1/10, 4/10/13	Bonnie Munson	Tools of the Mind Training, Howell, NJ				\$0.00
10/24/12, 1/10, 4/10/13	Ted Loeffler	Tools of the Mind Training, Howell, NJ				\$0.00
10/24/12, 1/10, 4/10/13	Emily Coughlin	Tools of the Mind Training, Howell, NJ				\$0.00
10/24/12, 1/10, 4/10/13	Cathy Donato	Tools of the Mind Training, Howell, NJ				\$0.00
10/24/12, 1/10, 4/10/13	Robin Canger	Tools of the Mind Training, Howell, NJ			\$68/day	\$204.00
10/24/12, 1/10, 4/10/13	Barbara Fede	Tools of the Mind Training, Howell, NJ			\$68/day	\$204.00
10/24/12, 1/10, 4/10/13	Michele Rubino	Tools of the Mind Training, Howell, NJ			\$80/day	\$240.00

**RESOLUTION NO. CIS-27-13**

**APPROVAL OF OUT-OF-DISTRICT PLACEMENT, SERVICES, AND AGENCIES TO PROVIDE 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	Joe Columbo (ABA Team Meeting)	\$129.96 - 1/hr. month x \$14.44/hr. x 9 months
#206	HoHokus School of Trade	\$9,900.00 part time tuition Start date: September 25, 2012
#9	New Bridges, Rockleigh, NJ thru Bergen County Special Services	\$71,640.00 tuition \$44,000.00 (\$4,400/month) Aide \$6,000.00 Out of County Fee \$121,640.00 TOTAL



**RESOLUTION NO. CIS-28-13**

**APPROVAL OF REVISED CURRICULUM AND PAYMENT TO WRITERS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following revised curriculum and payment to the writers as previously approved:

<b>Curriculum</b>	<b>Writer(s)</b>
Grade 1 Language Arts	D. Segedin & A. Schlesinger - \$534 each
Grade 4 Language Arts	J. Rentas & D. Schmitt - \$534 each
Grade 3 Mathematics	K. O'Neil & E. Scillieri - \$534 each
Grade 5 Mathematics	J. Rentas & J. Budd - \$534 each

**FINANCE, FACILITIES, AND ATHLETICS**

- FFA-51-13 Transfer of Funds – 2012-2013
- FFA-52-13 Payment of Bills – October 9, 2012
- FFA-53-13 Approval to Accept Donation to Pequannock Township School District
- FFA-54-13 Approval of Amendment to Chapter 192/193 Grant - Non-Public Services
- FFA-55-13 Approval of the 2012-2013 Comprehensive Maintenance Plan Report and Annual Maintenance Budget Worksheet (Form M-1)
- FFA-56-13 Approval of Joint Transportation Agreement with the Butler Board Of Education
- FFA-57-13 Approval of Substitute Athletic Trainer Services
- FFA-58-13 Declaration of Obsolescence - Equipment

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. FFA-51-13**

**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 September 2012 in accordance with the attached list, which shall be attached to and become a part of the record.

**RESOLUTION NO. FFA-52-13**

**PAYMENT OF BILLS – OCTOBER 9, 2012**

RESOLVED, that the Board of Education approves the payment of claims as submitted by the Interim Business Administrator/Board Secretary for the October 9, 2012 bill list as attached:

Bill List	\$ 336,634.52
Payroll for September 2012	
Gross Payroll	\$1,978,384.33
Board Share of FICA	\$ 27,976.62
State FICA (Reimbursable)	<u>\$ 120,901.60</u>
Total Claims	<u>\$2,463,897.07</u>

**RESOLUTION NO. FFA-53-13**

**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
Clarinet	PV Middle School	The Hallisey Family Pompton Plains, NJ	\$125.00

**RESOLUTION NO. FFA-54-13**

**APPROVAL OF AMENDMENT TO CHAPTER 192/193 GRANT - NON-PUBLIC SERVICES**

RESOLVED, that the Board of Education approves an amendment to the Chapter 192/193 Non-Public School Services grant from the New Jersey Department of Education for the 2012-2013 school year as follows:

PROGRAM	ORIGINAL GRANT	ADJUSTMENT	AMENDED BUDGET
Compensatory Education (192)	\$45,984	\$11,7050	\$57,689
ESL (192)	-0-	\$853	\$853
Annual Exam: Classification (193)	\$10,853	\$319	\$11,172

**RESOLUTION NO. FFA-55-13**

**APPROVAL OF THE 2012-2013 COMPREHENSIVE MAINTENANCE PLAN REPORT AND ANNUAL MAINTENANCE BUDGET WORKSHEET (FORM M-1)**

RESOLVED, that the Board of Education certifies that the district’s required maintenance activities are reasonable to keep its school facilities open and safe for use; and approves the submission of the Comprehensive Maintenance Plan Report for the years 2011-2012 through 2013-2014 and Annual Maintenance Budget Worksheet (Form M-1)

**RESOLUTION NO. FFA-56-13**

**APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH THE BUTLER BOARD OF EDUCATION**

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

Route #	Destination	Number of Host District Students	Number of Joiner District Students	Effective Dates	Revenue
AC1	Morris County School of Technology Denville, NJ	44	9	9/1/12 – 6/30/13	\$11,160.00

**RESOLUTION NO. FFA-57-13**

**APPROVAL OF SUBSTITUTE ATHLETIC TRAINER SERVICES**

RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approve a contract with JAG Physical Therapy, West Orange, NJ, for professional services as a substitute athletic trainer for the 2012-2013 school year on an as needed basis, at the rate of \$35.00 per hour.

**RESOLUTION NO. FFA-58-13**

**DECLARATION OF OBSOLESCENCE - EQUIPMENT**

RESOLVED, that the Board of Education authorizes Michael J. Donow, Interim Business Administrator/Board Secretary, and will declare the following items to be obsolete and disposed of as deemed appropriate.  
(Attachment)

**OTHER**

- O-08-13 Approval of District Representative for the Morris County School Board Association
- O-09-13 Accept HIB Incident Reports
- O-10-13 Pequannock Township Nursing Services Plan 2012-2013

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. O-08-13**

**APPROVAL OF DISTRICT REPRESENTATIVE FOR THE MORRIS COUNTY SCHOOL BOARD ASSOCIATION**

RESOLVED, that the Board of Education approves the appointment of James Farrell as district representative for the Morris County School Board Association.

**RESOLUTION NO. O-09-13**

**ACCEPT HIB INCIDENT REPORTS**

RESOLVED, that the Board of Education accepts the Superintendent's Report of Harassment, Intimidation and Bullying Incidents (HIB) for the month of September, 2012 as distributed.

**RESOLUTION NO. O-10-13**

**PEQUANNOCK TOWNSHIP NURSING SERVICES PLAN 2012-2013**

RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approve the Pequannock Township Nursing Services Plan for the 2012-2013 school year.

**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 22, 2012 PTHS
- November 5, 2012 PTHS - 6:00PM – 7:30 PM Community Forum
- November 19, 2012 NBS
- December 3, 2012 HILLVIEW
- December 17, 2012 PTHS