



## PEQUANNOCK TOWNSHIP BOARD OF EDUCATION

Cedar Crest Village  
1 Cedar Crest Drive  
Pompton Plains, New Jersey 07444

**AGENDA**  
**BOARD MEETING**  
**7:00 pm**  
**Monday, March 11, 2013**

### **MEETING AGENDA**

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

### **FLAG SALUTE**

- III. Board President Report – *William Sayre*
- IV. Leadership Reports
  - Interim Business Administrator/Board Secretary – *Michael J. Donow*
- V. Student Representative Report – *Maggie Vineis*
- VI. Upcoming Committee Meetings
  - Curriculum, Instruction and Special Services – 3/13/13
  - Personnel, Management, and Community Relations - 3/18/13
  - Finance, Facilities, and Athletics – 3/19/13
- VII. Open to Public Agenda 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 item 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.

- VIII. Approval of Minutes

Board Meeting	February 11, 2013
Executive Session	February 11, 2013
Board Meeting	February 25, 2013
Executive Session	February 25, 2013

Motion by:	Second by:	Roll Call Vote:
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**IX. ACTION:**

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS**

- PMC-98-13 Accept Resignation
- PMC-99-13 Approval of District Substitutes - 2012-2013
- PMC-100-13 Approval of Revised Extra-Curricular Stipends – 2012-2013
- PMC-101-13 Approval of Elementary School Lunch Aides For The 2012-2013 School Year
- PMC-102-13 Approval of Family/Medical Leave of Absence – 2012-2013 School Year
- PMC-103-13 Approval of Homebound Instruction – 2012-2013 School Year

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. PMC-98-13**

**ACCEPT RESIGNATION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the resignation of the following employees:

NAME	POSITION	EFFECTIVE
Aileen E. Esposito	Elementary School Teacher	June 30, 2013
Nancy Muga	Elementary School Teacher	May 1, 2013

**RESOLUTION NO. PMC-99-13**

**APPROVAL OF DISTRICT SUBSTITUTES - 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve 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:

- Matthew Turner, State Teaching Certificate
- Gail Trappe, State Teaching Certificate
- Rachael Parent, State Teaching Certificate
- Nicholas Ponomarev, Substitute Teaching Certificate
- Mary Emanuelli, State Teaching Certificate (paid from Title I funds)
- Danielle Nebesnak, State Teaching Certificate
- Patrick Boyle, Substitute Teaching Certificate
- Robert Albano, Substitute Teaching Certificate

**\*RESOLUTION NO. PMC-100-13**

**APPROVAL OF REVISED EXTRA-CURRICULAR STIPENDS – 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves 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.

**Extra-Curricular Duty Pay Guide,**

\* denotes new item on the agenda  
 bold print denotes changes

**Pequannock Township High School**

ADVISOR	ASSIGNMENT	STIPEND
Kevin Malkin	Assistant Lacrosse Coach	\$3,250
*Thomas Mongelli	Assistant Lacrosse Coach	\$2,995

**RESOLUTION NO. PMC-101-13**

**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.

Hillview School:

Last Name	First Name
Lobosco	Nicole

**RESOLUTION NO. PMC-102-13**

**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:

- Lisa Warner, Hillview Elementary School, approximately May 28, 2013, using up to 18 accumulated sick days to June 20, 2013, immediately followed by nine (9) weeks under the New Jersey Family/Medical Leave Act, starting September 2, 2013 through November 1, 2013.

**RESOLUTION NO. PMC-103-13**

**APPROVAL OF HOMEBOUND INSTRUCTION – 2012-2013 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointments of the following personnel for Homebound Instruction for the 2012-2013 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

NAME	SUBJECT	STUDENT NUMBER	DATES
Krista Lau-Munoz	Chemistry	#218	3/4/13 to 3/28/13

\* denotes new item on the agenda  
**bold print denotes changes**

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

- CIS-57-13 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses – 2012-2013
- CIS-58-13 Approval of Field Trips – 2012-2013
- CIS-59-13 Approval of Overnight Field Trip - 2013
- CIS-60-13 Approval of Out-of-District Placement, Services and Agencies to Provide Services to Students - 2012-2013

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. CIS-57-13**

**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
3/13/13	A. Shea	Study Skills for LD or Struggling Students, Paramus				\$-0-
3/22/13	Y. McBain	Open Books, Open Minds Caldwell College Conference				\$-0-
3/22/13	E. Ruban	Social Skills for Special Education Students, Kinnelon				\$-0-
3/22/13	R. Manganelli	Literacy Conference Caldwell College		\$7.81		\$7.81
3/6/13	M. Rubino	Tools of the Mind School Visit, Neptune		\$39.22	\$80.00	\$119.22
3/6/13	A.Toto	Tools of the Mind School Visit, Neptune			\$80.00	\$80.00
3/6/13	P. Sedran	Tools of the Mind School Visit, Neptune			\$80.00	\$80.00
3/6/13	M.A. Ochner	Tools of the Mind School Visit, Neptune			\$80.00	\$80.00
4/9/13	J. Mildner	Principal’s Role in Closing the Achievement Gap, Monroe Twp.	\$149.00			\$149.00

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4/12/13	R. Hayzler	Best Practices in I-STEM FEA Monroe	\$149.00			\$149.00
4/12/13	A.Escudero	School Counselor Conference Kean University	\$30.00			\$30.00
4/25, 26/13	A.Escudero	Notre Dame Counselor Program Notre Dame University				\$-0-
4/25/13	J. Cody	Bentley University Waltham, MA				\$-0-
4/19/13	F. Lash	Assoc. of Learning Consultants Edison	\$110.00	\$24.67		\$134.67
5/29/13	C. Valero	“After the Holocaust: The Courage to Rebuild” College of St. Elizabeth		\$11.78	\$80.00	\$91.78
4/26/13	S. Soroko	Winners! “Year’s Best Books” Whippany	\$189.00		\$80.00	\$269.00
5/15/13	L. Galamb	Autism & Other Neurodevelopmental Disorders Hasbrouck Heights	\$189.99			\$189.99

**RESOLUTION NO. CIS-58-13**

**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
3/13/13	NJ State House Trenton	K. Carr S. Shizas K. Schiffl	SJG/5/62 6 Chaperones	State Government Social Studies Curriculum	\$15.00	\$-0-
3/18/13	Morristown Theatre	L. Ulrich C. Furia T. Horgan	NB/1/52 6 Chaperones	Language Arts Curriculum	Paid by HSA	N/A
3/19/13	Latin Knowledge Bowl, Princeton University	L. Higley	PTHS/-/21	Scholastic Competition for NJ students	\$4.00 Plus lunch	\$547.00
5/20/13	Liberty Science Center, Jersey City	P. Bellas S. Martinez M. Ruggiero	HV/5/71 3 Chaperones	Life & earth science concepts	Paid by HSA	\$-0-

**RESOLUTION NO. CIS-59-13**

**APPROVAL OF OVERNIGHT FIELD TRIP – 2013**

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

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ #	PURPOSE	COST TO STUDENT	COST TO DISTRICT
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			<b>STUDENTS</b>			
3/14 & 15/13	East Brunswick Hilton	E. Honig K. Brady	PTHS/-/29	FBLA State Leadership Conference & Competition	\$62.00	\$510.00 Transportation

**RESOLUTION NO. CIS-60-13**

**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:

<b>STUDENT</b>	<b>PLACEMENT/SERVICES/AGENCIES</b>	<b>FEE</b>
#217	New Placement Chancellor Academy	\$22,792.00 Start Date: February 27, 2013
#184	Pediatric Rehabilitation (PT/Home instruction)  Ilona Oosterwyk (Speech/Home Instruction)	\$1,000.00 2 hrs/wk. x \$125/hr. x 4 wks. (March 4-March 28, 2013)  \$395.76 1.5 hrs/wk. x \$65.96/hr. x 4 wks. (March 4-March 28, 2013)
#75	Pediatric Rehabilitation (PT/Home Instruction)  Ilona Oosterwyk (Speech/Home Instruction)	\$500.00 1 hr/wk. x \$125/hr. x 4 wks. (March 4-March 28, 2013)  \$395.76 1.5 hrs/wk. x \$65.96/hr. x 4 wks. (March 4-March 28, 2013)
	<b>Change in Resolution # CIS 51-13</b> <b>Service: Physical Therapy District wide</b> <b>(Maternity Leave Replacement)</b>  Invo Healthcare Associates	1 extra hour per week \$82.00 /hr x 3 days per week As per Modified PT Schedule

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**FINANCE, FACILITIES, AND ATHLETICS**

- FFA-117-13 Monthly Reports from Schools and Programs
- FFA-118-13 Approval of Financial Reports/Monthly Certification for January 2013
- FFA-119-13 Transfer of Funds – 2012-2013
- FFA-120-13 Payment of Bills – March 11, 2013
- FFA-121-13 Approval of Award of Bid – Parking Lot Expansion – High School
- FFA-122-13 Professional Services Contract – E-Rate Consulting Services
- \*FFA-123-13 Approval to Accept Donation to Pequannock Township School District

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. FFA-117-13**

**MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of January 2013 for the High School Activities Account and the High School Interscholastic Athletic Account; January 2013 for the Pequannock Valley Activities Fund; and January 2013 for Pomptonian Food Service.

**RESOLUTION NO. FFA-118-13**

**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR JANUARY 2013**

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for January 2013.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2013, 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 January 2013, 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-119-13**

**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 January 2013 in accordance with the attached list, which shall be attached to and become a part of the record.

**RESOLUTION NO. FFA-120-13**

**PAYMENT OF BILLS – MARCH 11, 2013**

RESOLVED, that the Board of Education approves the payment of claims as submitted by the Interim Business Administrator/Board Secretary for the March 11, 2013 bill list as attached:

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**RESOLUTION NO. FFA-121-13**

**APPROVAL OF AWARD OF BID - PARKING LOT EXPANSION – HIGH SCHOOL**

RESOLVED, that the Board of Education approves the award of the parking lot expansion at Pequannock Township High School to **All Surface Asphalt Paving, Inc., Point Pleasant, New Jersey, the lowest responsive bidder, in the amount of \$177,400.00;** and

BE IT FURTHER RESOLVED, that a copy of the bid summary be attached to and made a part of the record.

**RESOLUTION NO. FFA-122-13**

**PROFESSIONAL SERVICES CONTRACT – E-RATE CONSULTING SERVICES**

RESOLVED, that the Board of Education accepts the recommendation of the Interim Business Administrator/Board Secretary and approves a professional services agreement with BTU Consultants, LLC, for the 2012-2013 school year in the amount of \$5,460.00, for services related to filing all applications and documents with the federal government for the E-Rate program under the Universal Service Administrative Company.

**\*RESOLUTION NO. FFA-123-13**

**APPROVAL TO ACCEPT DONATION TO PEQUANNOCK TOWNSHIP SCHOOL DISTRICT**

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

<b>ITEMS DONATED</b>	<b>TO</b>	<b>DONATED BY</b>	<b>ESTIMATED VALUE</b>
In Memory of Courtney Rankin	Courtney Rankin Scholarship Fund	Honor M.Connell	\$75.00

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**OTHER**

O-28-13      Accept HIB Incident/Non- Incident Reports

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. O-28-13**

**ACCEPT HIB INCIDENT/ NON-INCIDENT REPORTS**

RESOLVED, that the Board of Education accepts the Superintendent’s Report of Harassment, Intimidation and Bullying Incidents (HIB) as distributed.

**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.

Motion by:	Second by:	Roll Call Vote:
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**ADJOURNMENT**

**FUTURE PUBLIC BOARD MEETINGS**

- March 25, 2013 PTHS (Budget Presentation)
- April 15, 2013 PTHS
- April 29, 2013 PTHS (Organizational Meeting)
- May 6, 2013 PTHS
- May 20, 2013 PTHS
- June 10, 2013 PTHS
- June 24, 2013 PTHS

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