



PEQUANNOCK TOWNSHIP BOARD OF EDUCATION

Pequannock Township High School
85 Sunset Road
Pompton Plains, New Jersey 07444

AGENDA BOARD MEETING

7:00 pm

Monday, October 7, 2013

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

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this meeting has been properly advertised in the designated newspaper, its agenda has been posted at the appropriate locations, and a copy has been filed with the Pequannock Township Clerk.

Roll Call

_____ Mr. Joseph Cropanese	_____ Mrs. Rosemary Phalon	_____ Mr. David Swezey
_____ Mr. James Farrell	_____ Mrs. Kimberley Quigley	_____ Mr. Matthew Teng
_____ Mrs. Ann Maier	_____ Mr. Tom Salerno	_____ Mr. William Sayre

FLAG SALUTE

- III. Board President Report – *William Sayre*
- IV. Recognitions
 - PSAT National Merit Commended Students
 - National Merit Semi-Finalist
- V. Presentation
 - Violence and Vandalism Reporting and Prevention – *Paul DePinto and Maureen Montalbetti*
- VI. Leadership Reports
 - Superintendent of Schools – *Victor P. Hayek, Ed.D.*
 - Business Administrator/Board Secretary – *Barbara A. Decker*
 - Student Representative – *Matthew Reda*
- VII. Committee Meetings:

Personnel, Management, and Community Relations	10/14/13
Curriculum, Instruction, and Special Services	10/09/13
Finance, Facilities, and Athletic	10/15/13
Policy	TBD
Ad Hoc Joint Services Committee (Montville and Lincoln Park)	met 09/25/13
Ad Hoc Joint Services Committee (Township)	met 10/02/13

- VIII. 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. 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

September 9, 2013	Executive Session
September 9, 2013	Board Meeting
September 23, 2013	Board Meeting

IX. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

- PMC-60-14 Accept Resignation
- PMC-61-14 Approval of Elementary School Lunch Aides for the 2013-2014 School Year
- PMC-62-14 Approval of District Substitutes – 2013-2014
- PMC-63-14 Approval of Extra-Curricular Stipends – 2013-2014
- PMC-64-14 Approval of Family/Medical Leave of Absence – 2013-2014 School Year
- PMC-65-14 Approval of Personnel for Game Coverage, Fall Sports
- PMC-66-14 Approval of Homebound Instruction – 2013-2014 School Year
- PMC-67-14 Accept EVVRS Report- 2012-2013 School Year

Motion by:	Second by:	Roll Call Vote:
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- | | | |
|----------------------------|------------------------------|-------------------------|
| _____ Mr. Joseph Cropanese | _____ Mrs. Rosemary Phalon | _____ Mr. David Swezey |
| _____ Mr. James Farrell | _____ Mrs. Kimberley Quigley | _____ Mr. Matthew Teng |
| _____ Mrs. Ann Maier | _____ Mr. Tom Salerno | _____ Mr. William Sayre |

RESOLUTION NO. PMC-60-14

ACCEPT RESIGNATION

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

NAME	POSITION	EFFECTIVE
Tara Keane	MLSP Teacher	November 24, 2013

RESOLUTION NO. PMC-61-14

APPROVAL OF ELEMENTARY SCHOOL LUNCH AIDES FOR THE 2013-2014 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following elementary school lunch aides for the 2013-2014 school year at the rate of \$7.25 per hour.

Name	School
Stacey Meli	SJG
Alyssa King	NB

RESOLUTION NO. PMC-62-14

APPROVAL OF DISTRICT SUBSTITUTES – 2013-2014

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves substitutes in the district for the 2013-2014 school year at the approved rate for the category and having met the requisite New Jersey Department of Education and District employment criteria.

- Christina Sielski
- Stacey Meli

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. PMC-63-14

APPROVAL OF EXTRA-CURRICULAR STIPENDS – 2013-2014

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following stipends for the 2013-2014 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association: **(Salaries represent 2010-2013 collective bargaining agreement, pending completion of the 2013-2016 collective bargaining agreement.)**

ADVISOR	ASSIGNMENT	SCHOOL	STIPEND
Erin Codey	Drama Club Co-Advisor	PVMS	\$633
Jeffrey Lindsay Replacing: Andrea Torrisi	Student Council Co-Advisor	PVMS	Pro-rated, \$1,041.30
			Pro-rated, \$115.70
Jennifer Quinn (Replacing Jessica Rentas)	Creativity Club, Grade 3 & 4 Co-Advisor	SJG	\$546.50

RESOLUTION NO. PMC-64-14

APPROVAL OF FAMILY/MEDICAL LEAVE OF ABSENCE – 2013-2014 SCHOOL YEAR

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

- Christina Marks, Teacher, Pequannock Valley School, beginning on or about January 2, 2014, using 20 accumulated sick days through approximately January 30, 2014, immediately followed by approximately 8 weeks under the New Jersey Family/Medical Leave Act, ending on approximately March 21, 2014, returning to work on or about March 24, 2014.
- Jennifer Perez, Behaviorist, North Boulevard, beginning on or about November 11, 2013, using 23 accumulated sick days through approximately December 13, 2013, immediately followed by approximately 3 weeks under the New Jersey Family/Medical Leave Act, ending on approximately January 3, 2014, returning to work on or about January 6, 2014.
- Jennifer Fairweather, Teacher, Stephen J. Gerace, beginning on October 17, 2013, using approximately 28 sick days through November 27, 2013, returning to work on or about December 2, 2013.

RESOLUTION NO. PMC-65-14

APPROVAL OF PERSONNEL FOR GAME COVERAGE, FALL SPORTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel to fill various positions at each home game, including 3 chains, 1 site manager, 2 parking and crowd control/security, 1-2 clock operators, 2 ticket takers and 2 ticket sellers, and announcer at all sporting events during the fall season as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association, Article 32, paragraph A5r, \$67 per event, for fall sports.

Greg Caufield
Len Smith

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. PMC-66-14

APPROVAL OF HOMEBOUND INSTRUCTION – 2013-2014 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 2013-2014 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

Amy Anton
Patricia Livesey
Ilona Oosterwyk

RESOLUTION NO. PMC-67-14

ACCEPT EVVRS REPORT- 2012-2013 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the EVVRS report as presented for the 2012-2013 school year.

CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

- CIS-23-14 Approval of Out-of-District Placement, Services, and Agencies to Provide Services to Students
- CIS-24-14 Approval of Providers for Services to Students 2013-2014
- CIS-25-14 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-26-14 Approval of New and Revised Curriculum and Payment to Writers
- CIS-27-14 Approval of *Tools of the Mind* Preschool Curriculum

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Joseph Cropanese	_____ Mrs. Rosemary Phalon	_____ Mr. David Swezey
_____ Mr. James Farrell	_____ Mrs. Kimberley Quigley	_____ Mr. Matthew Teng
_____ Mrs. Ann Maier	_____ Mr. Tom Salerno	_____ Mr. William Sayre

RESOLUTION NO. CIS-23-14

APPROVAL OF OUT-OF-DISTRICT PLACEMENT, SERVICES, AND AGENCIES TO PROVIDE SERVICES TO STUDENTS

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 2013-2014 school year:

STUDENT	PLACEMENT/SERVICES/AGENCIES	FEE
#162	Change to Resolution #CIS 05-14 Change in Service	\$5,575.50 to \$5,295.50
#163	Change to Resolution #CIS 05-14 Change in Service	\$5,295.50 to \$5,575.50
#24	Change to Resolution #CIS-89-13 Contract Revised	\$7,175.00 to \$6,583.00
#167	Change to Resolution #CIS 87-13 Contract Revised	\$5,152.00 to \$4,928.00 \$28,980.00 to \$27,720.00
#31	Change to Resolution #CIS87-13 Contract Revised	\$7,840.00 to \$7,448.00
#175	Amy Anton - 1x/wk @60.86/hrs for 36wks Beginning 10/8/13 – Services per IEP	*\$2,190.96
#184	Ilona Oosterwyk - 2x45min/wk @ 57.51/hr for 5wks Beginning 10/1-10/31/13 - Speech Services per IEP	*\$431.32
#24	Invo Health Care Home Programs - ABA Up to 4 hrs/month, October-June 1x/month Team Meeting	\$3,528.00 \$882.00
#50	Invo Health Care Home Programs - ABA Up to 4 hrs/month, October-June 1x/month Team Meeting	\$3,528.00 \$882.00

*Pending Negotiations

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. CIS-24-14

APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS 2013-2014

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following providers for services to students for 2013-2014 school year:

PROVIDER	SERVICE	FEE
Invo Healthcare Associates Jamison, PA	BCBA District Wide Approx 11/1/13 – 1/6/14 due to medical leave	\$98.00/hr
Bell Physical Therapy PC Kinnelon, NJ	Change in Res#CIS-16-14 9/9/13 Student added (\$86.00/hr)	6 hrs/wk to 10 hrs/wk

RESOLUTION NO. CIS-25-14

APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES

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/ Board Member	Conference/Workshop Location	Registra- tion	Travel	Sub Cost	Estimated Total Expense
10/19/13	P. Kobliska	EdScape 2013 New Milford High School	\$35.00			\$35.00
9/27/13, 1/10, 3/21, 5/2/14	S. Budine	NJAPSA, New Director’s Cohort Long Branch, NJ	\$2,000			\$1,800
10/24/13	K. Sullivan	Essential Questions & Enduring Understanding, WPU, Wayne	\$45.00	\$3.72		\$48.72

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RESOLUTION NO. CIS-26-14

APPROVAL OF NEW AND REVISED CURRICULUM AND PAYMENT TO WRITERS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following new and revised curriculum aligned to the common core state standards and payment to the writers as previously approved:

Curriculum	Writer(s)
Algebra I	V. Bonaccorso (\$1068)
Math Grade 7	M. Zummo (\$1068)
Art / Handwriting Supplement K-5	E. Skula & E. Ciavarella (\$534 each)
Physical Education & Health K-5	J. Rentas (\$3204)

RESOLUTION NO. CIS-27-14

APPROVAL OF TOOLS OF THE MIND PRESCHOOL CURRICULUM

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves *Tools of the Mind* as the district preschool curriculum.

FINANCE, FACILITIES, AND ATHLETICS

- FFA-58-14 Transfer of Funds – FY 2013-2014
- FFA-59-14 Approval of Financial Reports/Monthly Certification for August 2013
- FFA-60-14 Payment of Bills – October 7, 2013
- FFA-61-14 Declaration of Obsolescence – Equipment
- FFA-62-14 Approval of Field Trips
- FFA-63-14 Acceptance of Grant Increase – Chapter 192/193

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Joseph Cropanese	_____ Mrs. Rosemary Phalon	_____ Mr. David Swezey
_____ Mr. James Farrell	_____ Mrs. Kimberley Quigley	_____ Mr. Matthew Teng
_____ Mrs. Ann Maier	_____ Mr. Tom Salerno	_____ Mr. William Sayre

RESOLUTION NO. FFA-58-14

TRANSFER OF FUNDS – FY 2013-2014

RESOLVED, that the Board of Education approves the transfer of funds within the 2013-2014 budget for the month of August 2013 in accordance with the attached list, which shall be attached to and become a part of the record.

RESOLUTION NO. FFA-59-14

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR AUGUST 2013

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

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of August 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 August 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-60-14

PAYMENT OF BILLS – OCTOBER 7, 2013

RESOLVED, that the Board of Education approves the Bills List submitted by the Business Administrator/Board Secretary dated September 24, 2013 through October 7, 2013, as attached:

Funds 10–40	\$1,505,830.10
Fund 60	\$ 36,515.31

RESOLUTION NO. FFA-61-14

*denotes new item on the agenda
bold print denotes changes

DECLARATION OF OBSOLESCENCE - EQUIPMENT

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

RESOLUTION NO. FFA-62-14

APPROVAL OF FIELD TRIPS – 2013-2014

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

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
10/17/13	College of St. Elizabeth Morristown, NJ	T. Praschak	PVS 8 15 Students 1 Chaperone	Peer Leadership	\$0	Transportation
01/28/14 02/04/14 02/11/14 02/18/14 (make-up) 02/25/14 03/04/14	Bridgewater-Raritan Middle School Bridgewater, NJ	L. Higley	PTHS Quiz Bowl 9-12 11 Students 1 Chaperone	Quiz Bowl Competitions	\$0	Transportation \$225 Registration

RESOLUTION NO. FFA-63-14

ACCEPTANCE OF GRANT INCREASE – CHAPTER 192/193

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 2013-14 school year as follows:

Program	Original Budget	Increase	Amended Budget
Supplementary Instruction (193)	\$30,529	\$694	\$31,223

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POLICY

P-10-14 Approval of Revised Policies for First Reading and Adoption
 P-11-14 Approval of New Policies for First Reading

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Joseph Cropanese	_____ Mrs. Rosemary Phalon	_____ Mr. David Swezey
_____ Mr. James Farrell	_____ Mrs. Kimberley Quigley	_____ Mr. Matthew Teng
_____ Mrs. Ann Maier	_____ Mr. Tom Salerno	_____ Mr. William Sayre

RESOLUTION NO. P-10-14

APPROVAL OF REVISED POLICIES FOR FIRST READING AND ADOPTION

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

<i>Manual Section</i>	<i>Policy</i>
Bylaws	No. 0132 – Executive Authority
Bylaws	No. 0153 – Annual Appointments
Bylaws	No. 0167 – Public Participation in Board Meetings
Teaching Staff Members	No. 3146 – Conduct of Reduction In Force
Teaching Staff Members	No. 3152 – Withholding An Increment
Support Staff Members	No. 4124 – Employment Contract
Pupils	No. 5200 – Attendance
Pupils	No. 5512 – Harassment, Intimidation and Bullying
Pupils	No. 5842 – Equal Access of Pupil Organizations

RESOLUTION NO. P-11-14

APPROVAL OF NEW POLICIES FOR FIRST READING

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves new policies as listed for first reading:

<i>Manual Section</i>	<i>Policy</i>
Teaching Staff Members	No. 3144.3 – Suspension Upon Certification of Tenure Charge
Teaching Staff Members	No. 3144.12 – Certification of Tenure Charges – Inefficiency
Teaching Staff Members	No. 3372 – Teaching Staff Member Tenure Acquisition
Teaching Staff Members	No. 3373 – Tenure Upon Transfer or Promotion

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X. 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. 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. Old Business

New Business

XII. **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, negotiations, 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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XIII. Adjournment

Motion by:	Second by:	Roll Call Vote:
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FUTURE PUBLIC BOARD MEETINGS

October 21, 2013	PTHS
November 4, 2013	PTHS
November 18, 2013	PTHS
December 2, 2013	PTHS