



PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Pequannock Township High School
85 Sunset Road
Pompton Plains, New Jersey 07444
BOARD MEETING AGENDA
Monday, March 24, 2014
7:00 PM

- 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. James Farrell	_____ Mrs. Rosemary Phalon	_____ Mr. David Swezey
_____ Mrs. Ann Maier	_____ Mrs. Kimberley Quigley	_____ Mr. Matthew Teng
_____ Dr. Douglas Muzzio	_____ Mr. Tom Salerno	_____ Mr. William Sayre

FLAG SALUTE

MOMENT OF SILENCE

- III. Board President Report – *William Sayre*
- IV. Superintendent Report - *Victor P. Hayek, Ed.D.*
- V. Business Administrator Report – *Barbara A. Decker*
- VI. Student Representative Report - *Matthew Reda/Olivia Schreiber*
- VII. Upcoming Committee Meetings:

Personnel, Management, and Community Relations	5/12/14
Curriculum, Instruction, and Special Services	5/07/14
Finance, Facilities, and Athletics	5/13/14
Policy	5/14/14

- VIII. Presentation of the 2014-2015 Budget – *Administration*

RESOLUTION TO OPEN PUBLIC HEARING ON 2014-2015 BUDGET

RESOLVED, that the Board of Education approves to open the public hearing on the 2014-2015 Budget.

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

Public Comments on the 2014-2015 Budget

IX. 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.

IX. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Committee Report of 3/17/14 – Kim Quigley, Chair

- PMC-175-14 Accept Resignation
- PMC-176-14 Approval of Appointments
- PMC-177-14 Approval of Family/Medical Leave Of Absence – 2013-2014 School Year
- PMC-178-14 Approval of Elementary School Lunch Aides for the 2013-2014 School Year
- PMC-179-14 Approval of Homebound Instructors 2013-2014
- PMC-180-14 Approval of Revised Salaries for Bus Duty for Aides
- PMC-181-14 Approval of Student Video Crew – 2013-2014- Revised Hourly Rate
- PMC-182-14 Approval of Practicum Teacher Placement in District
- PMC-183-14 Approval of District Substitutes

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. James Farrell	_____ Mrs. Rosemary Phalon	_____ Mr. David Swezey
_____ Mrs. Ann Maier	_____ Mrs. Kimberley Quigley	_____ Mr. Matthew Tengi
_____ Dr. Douglas Muzzio	_____ Mr. Tom Salerno	_____ Mr. William Sayre

RESOLUTION NO. PMC-175-14

ACCEPT RESIGNATION

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

NAME	POSITION	EFFECTIVE
Mary Ann Szvetcz	Aide	March 28, 2014

RESOLUTION NO. PMC-176-14

APPROVAL OF APPOINTMENTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of the following personnel in the Pequannock Township School District, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria:

NAME	ASSIGNMENT	EFFECTIVE DATES	ANNUAL BASE SALARY	CERTIFICATION(S)
Carla Joyce Replacing Mary Ann Szvetcz	Aide, .5FTE, SJG	3/25/2014- 6/30/2014	Step 1 (.5FTE) \$8,325	Substitute Certification

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. PMC-177-14

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:

- Shannon Patti, School Psychologist, PVMS, beginning on May 9, 2014, using 25 accumulated sick days through approximately June 13, 2014, followed by 11 weeks under NJFLA unpaid with benefits beginning on September 2, 2014 and ending on approximately November 14, 2014, returning to work on or about November 17, 2014.

RESOLUTION NO. PMC-178-14

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 \$8.25 per hour, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria:

Hillview

First Name	Last Name
Darlene	Pressler

RESOLUTION NO. PMC-179-14

APPROVAL OF HOMEBOUND INSTRUCTORS 2013-2014

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.

Name
Jackie Kypers
Patrick Cooper

RESOLUTION NO. PMC-180-14

APPROVAL OF REVISED SALARIES FOR BUS DUTY FOR AIDES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the bus duty for aides listed below for the 2013-2014 school year, as per new Collective Bargaining Agreement.

NAME	ASSIGNMENT	ADDITIONAL PAY (effective 12/1/13 – 6/30/14)
Lynda Veltre	Not to exceed 20 minutes per day as needed Hillview Elementary School	Hourly rate \$24.94/prorated
Mary Ann Abazia	Not to exceed 20 minutes per day needed North Boulevard Elementary School	Hourly rate \$19.48/prorated
Sally Belmont	Not to exceed 20 minutes per day as needed Stephen J. Gerace Elementary School	Hourly rate \$24.67/prorated

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bold print denotes changes

RESOLUTION NO. PMC-181-14

APPROVAL OF STUDENT VIDEO CREW – 2013-2014-REVISED HOURLY RATE

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following student video crew members, at the new minimum wage rate of \$8.25 per hour, effective January 1, 2014 through June 30, 2014.

- Zack Smith
- Joe Monsko
- Devin Stephon
- Dylan Katz

RESOLUTION NO. PMC-182-14

APPROVAL OF PRACTICUM TEACHER PLACEMENT IN DISTRICT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the placement of a practicum teacher in the district for the spring 2014 as follows:

Name	Program	College/University	School
Samantha Oliemuller	Teacher Education	County College of Morris	Hillview School

RESOLUTION NO. PMC-183-14

APPROVAL OF DISTRICT SUBSTITUTES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes in the district for the 2013-2014 school, and at the approved rate for each category, having met requisite district and state employment criteria:

Name
Benjamin Kohle
Alana Stanford

CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

Committee Report of 3/12/14 – James Farrell, Chair

- CIS-61-14 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-62-14 Approval of Field Trips
- CIS-63-14 Approval of New and Revised Curriculum
- CIS-64-14 Approval of Out-Of-District Placement, Services, and Agencies to Provide Services to Students
- CIS-65-14 Approval of Special Education Service Learning Opportunities 2013-2014

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

RESOLUTION NO. CIS-61-14

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	Registration	Travel	Sub Cost	Estimated Total Expense
4/23/14	C. Kane	School Law for Administrative Assistants, Monroe Twp.	\$100.00	\$57.48		\$157.48
3/26/14	A. Somers (In place of T. Loeffler)	Tools of the Mind Year 2 Southard School, Howell	\$750			\$750

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. CIS-62-14

APPROVAL OF FIELD TRIPS

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
3/26/14	FBLA State Leadership Conference, East Brunswick, NJ	E. Honig K. Brady	PTHS 30 Students 5 Chaperones	Leadership Workshops and Competitions	\$145.00	\$890.02
4/9/14	Rotary Club Meeting Pompton Plains, NJ	E. Honig	PTHS 6 Students 1 Chaperone	Presentation about FBLA & Sponsor Pequannock Program		\$-0-
5/27/14	Liberty Science Center Jersey City, NJ	P. Bellas	HV/5 76 Students 13 Chaperones	Core Curriculum Standards for Science	\$16.50	Transportation
5/22/14	Liberty Science Center Jersey City, NJ	C. Valero	NB/5 49 Students 3 Chaperones	Core Curriculum Standards for Science	\$16.50	Transportation
5/27/14	Liberty Science Center Jersey City, NJ	K. Schiffel	SG/5 54 Students 12 Chaperones	Core Curriculum Standards for Science	\$16.50	Transportation
5/7/14	Museum of Early Trades, Madison, NJ	P. Sedran	HV/K 40 Students 7 Chaperones	Colonial Times Social Studies Unit	\$8.00	Transportation
5/13/14	Museum of Early Trades, Madison, NJ	L. Fontana	SG/K 40 Students 10 Chaperones	Colonial Times Social Studies Unit	\$8.00	Transportation
5/1/14	Museum of Early Trades, Madison, NJ	S. Weinman	NB/K 39 Students 11 Chaperones	Colonial Times Social Studies Unit	\$8.00	Transportation
5/2/14	Museum of Early Trades, Madison, NJ	S. Hubner	NB/K & Autistic 30 Students 4 Chaperones	Colonial Times Social Studies Unit	\$8.00	Transportation
5/28/14	Waterloo Village Stanhope, NJ	K. Tartaglia	HV/4 67 Students 6 Chaperones	Colonial Times Social Studies Unit	\$9.00	Transportation
5/8/14	Waterloo Village Stanhope, NJ	D. Vuolo	NB/4 43 Students 6 Chaperones	Colonial Times Social Studies Unit	\$9.00	Transportation
5/27/14	Waterloo Village Stanhope, NJ	J. Fairweather	SG/4 66 Students 10 Chaperones	Colonial Times Social Studies Unit	\$9.00	Transportation

RESOLUTION NO. CIS-63-14

APPROVAL OF NEW AND REVISED CURRICULUM

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following new and revised curriculum aligned to the Core Content State Standards and payment to writers as previously approved in Resolution No. CIS-67-13:

<u>Title</u>	<u>Writer</u>
Art Grades 6, 7, 8	E. Codey (\$1,602)
Digital Media	J. Murphy (\$178)

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bold print denotes changes

RESOLUTION NO. CIS-64-14

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
#254	St. Joseph's Child Development Center Neurodevelopmental Evaluation	\$400.00
#257	St. Joseph's Child Development Center Neurodevelopmental Evaluation	\$400.00
#255	Homebound Instruction From: 3/11/14-3/24/14 10 hours/week	\$37.00/hr
#256	Homebound Instruction From: 3/11/14-3/24/14 10 hours/week	\$37.00/hr
#242	Windsor School, Pompton Lakes Start 3/12/14 thru end of school year.	\$20,576.88

RESOLUTION NO. CIS-65-14

APPROVAL OF SPECIAL EDUCATION SERVICE LEARNING OPPORTUNITIES 2013-2014

RESOLVED, that the Board of Education upon recommendation of the Superintendent, approves daily service learning opportunities for the high school autism and LLD programs, and the preschool/elementary school Autism programs, as per curriculum and Individual Education Plan (IEP) requirements, to the locations listed below. These service learning experiences are for the purpose of career exploration; community based instruction and structured learning experiences for the 2013-2014 school year at a cost not to exceed \$10.00 per student unless otherwise noted.

Business	Location	Cost
Willowbrook Mall	Wayne	\$0

Change to res# CIS-13-14 to utilize NJ Transit in lieu of district busing for additional life skills training for 2 trips; 4/24/14 & 5/1/14

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FINANCE, FACILITIES, AND ATHLETICS

Committee Report of 3/18/14 – Matt Tengi, Chair

- FFA-143-14 Monthly Reports from Schools and Programs – February 2014
- FFA-144-14 Payment of Bills – March 24, 2014
- FFA-145-14 Transfer of Funds – FY 2013-2014
- FFA-146-14 Approval of Financial Reports/Monthly Certification for February 2014
- FFA-147-14 Declaration of Obsolescence – Equipment
- FFA-148-14 Acceptance of Grant Increase – Chapter 192/193
- FFA-149-14 Approval to Accept Donation to the Pequannock Township School District
- FFA-150-14 Approval of Coach Travel Expenses for Swim Championship
- FFA-151-14 Adoption of Proposed 2014-2015 Budget

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

RESOLUTION NO. FFA-143-14

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS – FEBRUARY 2014

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of February 2014 for the High School Activities Account and the High School Interscholastic Athletic Account; and the Pompton Valley School Student Activities Account.

RESOLUTION NO. FFA-144-14

PAYMENT OF BILLS – MARCH 24, 2014

RESOLVED, that the Board of Education approves the Bills List submitted by the Business Administrator/Board Secretary as attached:

Funds 10 - 20- General Account	\$1,808,853.04
Fund 30-Capital Projects	\$ 96,838.00
Fund 6x Food Service	\$ 39,324.96

RESOLUTION NO. FFA-145-14

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 February 2014 in accordance with the attached list, which shall be attached to and become a part of the record.

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RESOLUTION NO. FFA-146-14

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR FEBRUARY 2014

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for February 2014.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of February 2014, 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 February 2014, 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-147-14

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-148-14

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 schoolyear as follows:

Program	Adjusted Budget	Increase	Amended Budget
Initial Exam & Class (193)	33,419	1,114	\$34,533
Supplementary Instruction (193)	32,888	555	\$33,443

RESOLUTION NO. FFA-149-14

APPROVAL TO ACCEPT DONATION TO THE 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:

DONATION TO	DONATED BY	AMOUNT
Courtney Rankin Scholarship Fund	Honor M. Connell	\$75.00
Hillview Library	Nunez Family	\$200.00

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RESOLUTION NO. FFA-150-14

APPROVAL OF COACH TRAVEL EXPENSES FOR SWIM CHAMPIONSHIP

RESOLVED, that the Board of Education, upon the recommendation of the Business Administrator, approves coach travel expenses for the NJSIAA Men's' and Women's Individual Swim Championships in Sewell, NJ on February 28, 2014 to March 2, 2014 in the amount of \$228,177.

RESOLUTION NO. FFA-151-14

ADOPTION OF PROPOSED 2014-2015 BUDGET

RESOLVED, upon the conclusion of a public hearing on the proposed 2014-2015 budget and the recommendation of the Superintendent, the Pequannock Township Board of Education, in the County of Morris, New Jersey approves the following resolution:

BE IT RESOLVED, to adopt the 2014-2015 school district budget for submission to the voters as follows:

General Fund	\$36,247,698
Special Revenue Fund	\$652,000
Debt Service Fund	<u>\$1,873,620</u>
Total Budget	\$38,773,318

BE IT FURTHER RESOLVED, that the district has a taxing authority which is the 2% cap increase over the prior year which totals \$623,009 resulting in a maximum General Fund district tax levy available of \$31,773,458.

BE IT FURTHER RESOLVED, that there should be raised for the General Fund a tax levy of \$31,711,157 (which is below the allowable 2% cap levy) and Debt Service, a tax levy of \$874,265 for the ensuing School Year (2014-2015).

BE IT FURTHER RESOLVED, that the unused taxing authority of \$62,301 will be banked for potential use in the subsequent three years.

OTHER

O-17-14 Accept HIB Incident/Non- Incident Reports

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

RESOLUTION NO. O-17-14

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.

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

XIII. Adjournment

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

April 7, 2014	Cedar Crest	
April 28, 2014	PTHS	Organizational Meeting
May 5, 2014	PTHS	

SCHOOL BOARD ELECTION

Wednesday, April 23, 2014

*denotes new item on the agenda
bold print denotes changes