



**PEQUANNOCK TOWNSHIP BOARD OF EDUCATION**  
**Pequannock Township High School Auditorium**  
**85 Sunset Road, Pompton Plains, NJ 07444**  
**ORGANIZATION MEETING AGENDA**  
**Wednesday, January 6, 2016**  
**7:00 PM**

- I. Call to Order - *Board Secretary*
- 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.

**FLAG SALUTE**

- III. Report of the Annual School Election – Mr. Mistretta-*Board Secretary*  
*Report on the November 3, 2015 election:*

For seats on the Board of Education:

Candidate	Votes
<b>For Three (3) Three-Year Full Terms</b>	
Ann Humphrey Maier	1,170
Kimberley Quigley	1,139
Vincent Siracusa	1,138
Write-in	18
TOTAL	3,465
<b>Unexpired One-Year Term</b>	
Robert Singer	1,106
Write-in	4
TOTAL	1,110

**ADMINISTRATION OF OATH OF OFFICE**

Mr. Mistretta administers the Oath of Office to newly-elected Board members:

- Mrs. Ann Humphrey Maier
- Mrs. Kimberley Quigley
- Mr. Vincent Siracusa
- Mr. Robert Singer

**IV. ROLL CALL**

- |                          |                              |                           |
|--------------------------|------------------------------|---------------------------|
| _____ Mr. Sam Ciresi     | _____ Mr. James Farrell      | _____ Mrs. Ann Maier      |
| _____ Dr. Douglas Muzzio | _____ Mrs. Kimberley Quigley | _____ Mr. Tom Salerno     |
| _____ Mr. Robert Singer  | _____ Mr. Vincent Siracusa   | _____ Dr. Richard Thumann |

**2016 Pequannock Township Board of Education Trustees and Expiration of Terms of Office**

<b>TRUSTEE</b>	<b>EXPIRATION OF TERM</b>
Sam Ciresi	2017
James Farrell	2016
Ann Maier	2018
Douglas Muzzio	2017
Kimberley Quigley	2018
Tom Salerno	2016
Robert Singer	2016
Vincent Siracusa	2018
Richard Thumann	2017

**ORGANIZATIONAL ACTION**

- O-20-14 Election of the President
- O-21-14 Election of the Vice President

*By-Law # 0152:*

*Any member may place a member's name in nomination; a second is not required. Election for each office will be conducted by roll call vote when the nominations for that office are closed. The candidate receiving the votes of a majority of Board members present and voting will be elected to office. In the event no candidate receives a majority of the votes cast, a second election shall be conducted between the two candidates receiving the highest number of votes.*

**RESOLUTION NO. O-01-16**

**NOMINATION AND ELECTION OF THE PRESIDENT**

**Nomination and Election of President** - The Board Secretary receives nominations for the election of the President of the Board. The Board Secretary casts one unanimous vote for the election of \_\_\_\_\_ as President of the Board. If there is more than one nomination, the Secretary will call for a vote on the nominees. The Board votes and they are tabulated by the Board Secretary.

**Board Secretary relinquishes the chair to the newly elected president.**

Motion by:	Second by:	Roll Call Vote:
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**RESOLUTION NO. O-02-16**

**ELECTION OF THE VICE PRESIDENT**

**Nomination and Election of Vice-President** - The Board President receives nominations for the election of the Vice-President of the Board. The Board Secretary casts one unanimous vote for the election of \_\_\_\_\_ as Vice-President of the Board. If there is more than one nomination, the Secretary will call for a vote on the nominees. The Board votes and they are tabulated by the Board Secretary.

Motion by:	Second by:	Roll Call Vote:
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**BOARD PRESIDENT COMMENTS**  
**BOARD VICE PRESIDENT COMMENTS**

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

V. 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. We also recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name and sign in before you begin.

VI. Approval of Action Items

**POLICY**

- P-12-16 Adoption of Policies and By-Laws
- P-13-16 Adoption of Code of Ethics
- P-14-16 Approval of Evaluation Instrument for Board of Education
- P-15-16 Approval of Board Meeting Procedures / Robert’s Rules

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Sam Ciresi	_____ Mr. James Farrell	_____ Mrs. Ann Maier
_____ Dr. Douglas Muzzio	_____ Mrs. Kimberley Quigley	_____ Mr. Tom Salerno
_____ Mr. Robert Singer	_____ Mr. Vincent Siracusa	_____ Dr. Richard Thumann

**RESOLUTION NO. P-12-16**

**ADOPTION OF POLICIES AND BY-LAWS**

RESOLVED, that the Board of Education adopts the policies and by-laws of the Pequannock Township Board of Education until the next reorganization meeting in January 2017.

**RESOLUTION NO. P-13-16**

**ADOPTION OF CODE OF ETHICS**

RESOLVED, that all meetings of the Board of Education adopts the Board Member Qualifications, Prohibited Acts and Code of Ethics, Bylaws No. 0142, as presented, discussed, and attested to.

I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

I will confine my board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.

I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

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

I will support and protect school personnel in proper performance of their duties.

I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

**RESOLUTION NO. P-14-16**

**APPROVAL OF EVALUATION INSTRUMENT FOR BOARD OF EDUCATION**

RESOLVED, that the Board of Education approves the evaluation instrument established by the New Jersey School Boards Association for their annual self-evaluation, per Board Policy 0134 Board Self Evaluation.

**RESOLUTION NO. P-15-16**

**APPROVAL OF BOARD MEETING PROCEDURES - ROBERT'S RULES**

RESOLVED, that the Board of Education approves the use of "Robert's Rules of Order" for parliamentary procedures in conducting board business.

**FINANCE, FACILITIES, AND ATHLETICS**

- FFA-90-16 Approval of Designation of Official Publications
- FFA-91-16 Approval of Annual Meeting Dates
- FFA-92-16 Approval of Membership in the NJSBA
- FFA-93-16 Approval of Petty Cash and Custodians
- FFA-94-16 Approval of Depositories and Signatories
- FFA-95-16 Approval of Chart of Accounts
- FFA-96-16 Approval of Appointment of Board Secretary
- FFA-97-16 Approval of Appointment of Custodian of Records
- FFA-98-16 Approval of Appointment of Investment Officer
- FFA-99-16 Approval of Appointment of Purchasing Agent and Authorization to Seek Bids
- FFA-100-16 Approval of Public Agency Compliance Officer
- FFA-101-16 Approval of Budget Transfers
- FFA-102-16 Approval of School Funds Investor
- FFA-103-16 Approval of Procurement of Goods/Services
- FFA-104-16 Approval of Treasurer of School Monies
- FFA-105-16 Approval of Appointment of Board Attorney
- FFA-106-16 Approval of Appointment of Auditor for Fiscal Year 2016 Audit
- FFA-107-16 Approval of Appointment of Bond Counsel
- FFA-108-16 Approval of Appointment of Architect of Record
- FFA-109-16 Approval of Computer Management Services, Inc.
- FFA-110-16 Approval of Voluntary Retirement Plans
- FFA-111-16 Approval of Brown & Brown as Benefit Advisors
- FFA-112-16 Approval of Disability Insurance Vendors
- FFA-113-16 Approval of Health Benefits Plan
- FFA-114-16 Approval of Dental Benefits Plan
- FFA-115-16 Approval to Renew Membership, Appoint Representative, and Approve Participation in Various Services through Educational Services Commission of Morris County to the Next Reorganization Meeting In January 2017
- FFA-116-16 Approval of Participation in Various Cooperative Purchasing Services to the Next Reorganization in January 2017
- FFA-117-16 Approval of Participation in a National Purchasing Cooperative
- FFA-118-16 Approval of Requisition of District Taxes for the 2015-2016 School Year
- FFA-119-16 Approval of Agreement for Inventory Audit
- FFA-120-16 Approval of Time and Material Cooperative Purchasing Agreement through Educational Data Services, Inc.
- FFA-121-16 Approval for District Home & School Associations to be Included under Pequannock Board Of Education General Liability Insurance as an Insured
- FFA-122-16 Approval of Agreement with Performance Physical Therapy
- FFA-123-16 Approval of Risk Management Services
- FFA-124-16 Approval of Membership in Pooled Insurance Group of New Jersey
- FFA-125-16 Approval of Mileage Reimbursement
- FFA-126-16 Approval of Student Accident Insurance
- FFA-127-16 Approval of Debt Service
- FFA-128-16 Approval of School Safety Plan
- FFA-129-16 Approval of District Plans
- FFA-130-16 Approval of Broker for Flexible Spending Plans
- FFA-131-16 Approval of Memorandum of Agreement
- FFA-132-16 Approval of IRMA Advisor
- FFA-133-16 Approval of Rullo & Juillet as the Provider for Right to Know Services
- FFA-134-16 Approval of Western Pest Service as the Provider for Integrated Pest Management Services
- FFA-135-16 Approval of Environmental Connection as the Provider for AHERA Services

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

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Sam Ciresi	_____ Mr. James Farrell	_____ Mrs. Ann Maier
_____ Dr. Douglas Muzzio	_____ Mrs. Kimberley Quigley	_____ Mr. Tom Salerno
_____ Mr. Robert Singer	_____ Mr. Vincent Siracusa	_____ Dr. Richard Thumann

**RESOLUTION NO. FFA-90-16**

**APPROVAL OF DESIGNATION OF OFFICIAL PUBLICATIONS**

RESOLVED, that the Board of Education names the Daily Record as the official publication of the district for receipt of legal advertisements and notices in accordance with law, and further, authorizes the Board Secretary to utilize Suburban Trends, The Record & Herald News, and The Star Ledger for advertisements and notifications as may be deemed appropriate until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-91-16**

**APPROVAL OF ANNUAL BOARD MEETING DATES**

RESOLVED, that the Board of Education approves the notice of annual meetings of the Board of Education until the next reorganization in January 2017, and directs the Business Administrator/Board Secretary to advertise and post the notice in accordance with policy.

**PEQUANNOCK TOWNSHIP BOARD OF EDUCATION  
2016 CALENDAR**

Meetings of the Board of Education of the Township of Pequannock will start at 7:00 pm in the PTHS Auditorium unless otherwise noted.

DATE	LOCATION
January 25, 2016	Pequannock Township High School
February 8, 2016	Pequannock Township High School
February 29, 2016	Pequannock Township High School
March 14, 2016	Pequannock Township High School
March 28, 2016	Pequannock Township High School
April 11, 2016	Pequannock Township High School
April 25, 2016	Pequannock Township High School
May 9, 2016	Pequannock Township High School
May 23, 2016	Pequannock Township High School
June 6, 2016	Pequannock Township High School
June 27, 2016	Pequannock Township High School
July 18, 2016	Pequannock Township High School
August 22, 2016	Pequannock Township High School
September 12, 2016	Pequannock Township High School
September 26, 2016	Cedar Crest
October 11, 2016 (Tues.)	Pequannock Township High School
October 24, 2016	Pequannock Township High School
November 14, 2016	Pequannock Township High School
November 28, 2016	Pequannock Township High School
December 12, 2016	Pequannock Township High School
January 4, 2017 (Reorganization Meeting)	Pequannock Township High School

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January 5, 2017 (Snow Date)	
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**RESOLUTION NO. FFA-92-16**

**APPROVAL OF MEMBERSHIP IN THE NJSBA**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent approves membership in the New Jersey School Boards Association until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-93-14**

**APPROVAL OF PETTY CASH FUNDS AND CUSTODIANS**

RESOLVED, that the Board of Education approves the following list of Petty Cash Funds and their custodians to the next reorganization meeting in January 2017:

- |    |                  |       |   |
|----|------------------|-------|---|
| 1. | Central Office   | \$300 | Anthony J. Mistretta 1/1/16-2/15/16<br>Kateryna Bechtel 2/16/16- 1/1/17 |
| 2. | Special Services | \$300 | Jennifer Sowa   |

**RESOLUTION NO. FFA-94-16**

**APPROVAL OF DEPOSITORIES AND SIGNATORIES**

RESOLVED, that the Board of Education approves the Lakeland Bank, Oak Ridge, NJ, to be hereby designated as the recipient of General Fund for bills, debt service, Capital Reserve Fund and Capital Projects funds, Payroll account, summer savings account and be it further, resolved, that the Lakeland Bank, be and is hereby designated to receive wire transfer of state aid funds, and be it further, resolved, that the Lakeland Bank, be designated as depository for the Trust and Agency account, and all extracurricular funds, the school lunch fund, all federal funds, and scholarship funds to the next reorganization meeting in January 2017; and

BE IT FURTHER RESOLVED, that the Lakeland Bank, is hereby designated as the recipient of funds for debit card usage for Flexible Benefit Plan transactions to the next reorganization meeting in January 2017; and

BE IT FURTHER RESOLVED, that the signatories for all accounts be in accordance with the following summary:

**Lakeland Bank Accounts**

**Signatories**

General Account	Board President, Business Administrator/Board Secretary, and Board Treasurer
Food Service Account	Board President, Business Administrator/Board Secretary, and Board Treasurer
Capital Reserve	Board President, Business Administrator/Board Secretary, and Board Treasurer
Capital Projects Account	Board President, Business Administrator/Board Secretary, and Board Treasurer
Summer Savings	Board President, Business Administrator/Board Secretary, and Board Treasurer
Payroll Account	Business Administrator/Board Secretary or Treasurer of School Monies
Flexible Savings Account	Business Administrator/Board Secretary or Treasurer of School Monies
Payroll Agency	Business Administrator/Board Secretary or Treasurer of School Monies
Unemployment Trust	Business Administrator/Board Secretary or Treasurer of School Monies

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Scholarship Account	Superintendent and Business Administrator/Board Secretary
PTHS Student Activities	Superintendent, Business Administrator/Board Secretary, PTHS Principal (2 of 3)
PTHS Interscholastic Athletic Account	Superintendent, Business Administrator/Board Secretary, PTHS Principal (2 of 3)
FBLA	Superintendent, Business Administrator/Board Secretary, PTHS Principal (2 of 3)
Elementary Lunch Program	Board President, Business Administrator/Board Secretary, Treasurer (2 of 3)
PV Student Activities	Business Administrator/Board Secretary, PV Principal (2 of 2)
Enterprise	Superintendent, Business Administrator/Board Secretary (2 of 2)

**RESOLUTION NO. FFA-95-16**

**APPROVAL OF CHART OF ACCOUNTS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the Chart of Accounts until the next reorganization meeting in January 2017, which are on file in the Board Secretary's office.

**RESOLUTION NO. FFA-96-16**

**APPROVAL OF APPOINTMENT OF BOARD SECRETARY**

RESOLVED, that the Board of Education appoints Anthony J. Mistretta as Board Secretary from January 1, 2016 to February 15, 2016 and appoints Kateryna Bechtel as Board Secretary from February 16, 2016 through June 30, 2016 and will be covered by the Public Official Bond in the amount of \$275,000.00.

**RESOLUTION NO. FFA-97-16**

**APPROVAL OF APPOINTMENT OF CUSTODIAN OF RECORDS**

RESOLVED, that the Board of Education approves the Business Administrator/Board Secretary through the next reorganization meeting in January 2017, as the Custodian of Records for the Pequannock Township Public Schools.

**RESOLUTION NO. FFA-98-16**

**APPROVAL OF APPOINTMENT OF INVESTMENT OFFICER**

RESOLVED, that the Board of Education approves the Business Administrator/Board Secretary, as the investment officer of Board funds.

**RESOLUTION NO. FFA-99-16**

**APPROVAL OF APPOINTMENT OF PURCHASING AGENT AND AUTHORIZATION TO SEEK BIDS**

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

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

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Kateryna Bechtel shall possess the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C., 5:34-5 et seq.; and

WHEREAS, the Pequannock Township Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Pequannock Township Board of Education, in the County of Morris, in the State of New Jersey, notes its bid threshold to \$40,000, and quote threshold of 15% or \$6,000; and

BE IT FURTHER RESOLVED, that the governing body hereby appoints Kateryna Bechtel as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Board of Education; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Kateryna Bechtel's certification to the Director of the Division of Local Government Services.

**RESOLUTION NO. FFA-100-16**

**APPROVAL OF PUBLIC AGENCY COMPLIANCE OFFICER**

RESOLVED, that the Board of Education appoints the Business Administrator/Board Secretary, as the Public Agency Compliance Officer (P.A.C.O.) through the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-101-16**

**APPROVAL OF BUDGET TRANSFERS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent approves, as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent of Schools be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education ratified and duly-recorded in the minutes of such meeting not less than monthly until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-102-16**

**APPROVAL OF SCHOOL FUNDS INVESTOR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent designates the Business Administrator as the School Funds Investor until next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-103-16**

**APPROVAL OF PROCUREMENT OF GOODS/SERVICES**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, in concert with the Business Administrator, authorizes the procurement of goods and services from vendors through the state agency/state contracts until the next reorganization meeting in January 2017 as provided for in Title 18A:18A-10 without advertising for bids, or after having rejected all bids obtained pursuant to advertising.

**RESOLUTION NO. FFA-104-16**

**APPROVAL OF APPOINTMENT OF TREASURER OF SCHOOL MONIES**

RESOLVED, that the Board of Education, upon the recommendation of the superintendent appoints Raymond Karaty as the Treasurer of School Monies through the next reorganization meeting in January 2017 at an annual salary of \$4,841, and that the district provide the Custodian with the Public Official Bond in the amount of \$275,000.

**RESOLUTION NO. FFA-105-16**

**APPROVAL OF APPOINTMENT OF BOARD ATTORNEY**

RESOLVED, that the Board of Education approves Isabel Machado, Esq. from the firm of Machado Law Group, LLC of Clark, NJ, as Board Attorney for all legal matters and services, including labor, until the next reorganization meeting in January 2017, at the hourly rate of \$150.00 and in accordance with the proposal submitted. Said proposal shall be maintained on file in the Board Office and be available for public inspection.

**RESOLUTION NO. FFA-106-16**

**APPROVAL OF APPOINTMENT OF AUDITOR FOR FISCAL YEAR 2016 AUDIT**

RESOLVED, that the Board of Education appoints the firm of Nisivoccia, LLC of Mount Arlington, NJ, to prepare the annual audit for the FY'16 year at a fee of \$36,500 including auditing the enrollment, transportation and related services reported on the "Application for State School Aid" ("ASSA"), \$4,500 for the federal single audit compliance requirement, \$500 for an annual update of the district's 403(b) investment plan and documents, and \$1,500 for GASB 68 reporting, in accordance with the proposal submitted. Said proposal shall be maintained on file in the Board Office and be available for public inspection.

**RESOLUTION NO. FFA-107-16**

**APPROVAL OF APPOINTMENT OF BOND COUNSEL**

RESOLVED, that the Board of Education appoints Andrea Kahn, Esq., of the firm McManimon, Scotland & Bauman, LLC of Roseland, NJ, as its legal advisor for bond counsel matters, until the next reorganization meeting in January 2017, at the hourly rate of \$215.00 and in accordance with the proposal submitted for the sale of bonds and/or notes. Said proposal shall be maintained on file in the Board Office and be available for public inspection.

**RESOLUTION NO. FFA-108-16**

**APPROVAL OF APPOINTMENT OF ARCHITECT OF RECORD**

RESOLVED, that the Board of Education approves Solutions Architecture, of Newark, NJ, as Architect of Record until the next reorganization meeting in January 2017, at the hourly rate of \$165.00 for the Principal in Charge and the fee schedule for other staff in accordance with the proposal submitted. Said proposal shall be maintained on file in the Board Office and be available for public inspection.

**RESOLUTION NO. FFA-109-16**

**APPROVAL OF COMPUTER MANAGEMENT SERVICES**

RESOLVED, that the Board of Education approves the Computer Solutions Inc. to provide comprehensive financial management services and personnel services, at a cost not to exceed \$12,000, until the next reorganization meeting in January 2017. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned company.

**RESOLUTION NO. FFA-110-16**

**APPROVAL OF VOLUNTARY RETIREMENT PLANS**

RESOLVED, that the Board of Education approves the following Voluntary Retirement Plans (pre-tax) in accordance with the Plan Documents on file in the Office of the Business Administrator/Board Secretary until the next reorganization meeting in January 2017:

AXA Equitable	Lincoln Financial Advisors Group
FTJ Fundchoice	MetLife
Security Benefit	VALIC Financial Advisors
Vanguard	

**RESOLUTION NO. FFA-111-16**

**APPROVAL OF BROWN & BROWN AS BENEFIT ADVISORS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves Brown & Brown Benefit Advisors to the Pequannock Township School District until the next reorganization meeting in January 2017 at a cost of \$12,500 for the first year.

**RESOLUTION NO. FFA-112-16**

**APPROVAL OF DISABILITY INSURANCE VENDORS**

RESOLVED, that the Board of Education approves the following disability insurance vendors for voluntary disability plans, at no cost to the District, until the next reorganization meeting in January 2017:

American Family Life Assurance Company of Columbus (AFLAC)	Unum Life Insurance Company of America
Prudential Insurance Company of America	Colonial Life

**RESOLUTION NO. FFA-113-16**

**APPROVAL OF HEALTH BENEFITS PLAN**

RESOLVED, that the Board of Education approves the participation of the district with State Health Benefits Plan.

**RESOLUTION NO. FFA-114-16**

**APPROVAL OF DENTAL BENEFITS PLAN**

RESOLVED, that the Board of Education approves the participation of the district with Horizon Blue Cross/Blue Shield of New Jersey for the Dental Benefits plan.

\*denotes new item on the agenda  
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**RESOLUTION NO. FFA-115-16**

**APPROVAL TO RENEW MEMBERSHIP, APPOINT REPRESENTATIVE, AND APPROVE PARTICIPATION IN VARIOUS SERVICES THROUGH EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY – TO THE NEXT REORGANIZATION MEETING IN JANUARY 2017**

RESOLVED, that the Board of Education moves to renew the district's membership with the Educational Services Commission of Morris County and appoint \_\_\_\_\_ as representative to the Educational Services Commission of Morris County Board, and authorize the district's participation in Educational Services Commission of Morris County programs, in accordance with fees established for 2016-17 included in the attached schedule for:

1. Cooperative bidding services for the purchase of various goods and services for the 2016-17 fiscal year as deemed appropriate by the Business Administrator/Board Secretary;
2. Out-of-district transportation services for special education students attending extended school year programs during the summer of 2016 and for the 2016-2017 fiscal year, in accordance with their I.E.Ps.;
3. All Non-Public Services funded through State and Federal grants;
4. Non-Public Transportation and Aid in Lieu of Transportation processing;
5. Occupational and Physical Therapy services, Examination and Classification services and Speech services; and
6. Other professional support services offered through this cooperative as may be deemed appropriate by the Business Administrator/Board Secretary.

**RESOLUTION NO. FFA-116-16**

**APPROVAL OF PARTICIPATION IN VARIOUS COOPERATIVE PURCHASING SERVICES TO THE NEXT REORGANIZATION IN JANUARY 2017**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Middlesex Regional Educational Services Commission and the Hunterdon County Educational Services Commission, each hereinafter referred to as the "Lead Agency" have offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, the Pequannock Twp. Board of Education, has previously participated in these Cooperative Pricing System for the provision and performance of goods and services and wishes to continue said participation;

NOW, THEREFORE BE IT RESOLVED, pursuant to the provisions of N.J.S.A.40A:11-11(5), the Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agencies (Middlesex Regional Educational Services Commission and the Hunterdon County Educational Services Commission) and that each Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A.40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**RESOLUTION NO. FFA-117-16**

**APPROVAL OF PARTICIPATION IN A NATIONAL PURCHASING COOPERATIVE**

WHEREAS, the district administration has determined that there is clear financial benefit for the purchasing of certain items through the National Joint Powers Alliance (NJPA), a municipal contracting agency awarding competitive bids through a fair and open process; and

WHEREAS, participation in the cooperative is open to any governmental entity or subdivision in any state that permits it under that state's Open Public Contracts laws, and at no cost; and

WHEREAS, the State of New Jersey allows school districts to participate in such national cooperative purchasing agreements as a part of P.L. 2011, c.139 and subsequent regulations through the New Jersey Division of Local Government Services;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education approves the district's participation in the National Joint Powers Alliance, a national purchasing cooperative, which awards bids through a fair and open process; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary, acting as the district's Purchasing Agent, shall comply with all of the requirements established by the State of New Jersey for participation in the purchasing cooperative, including maintaining the required certificates and records, and advertisement of the district's intent to award a national cooperative contract;

BE IT FURTHER RESOLVED, that this resolution shall be effective upon its adoption and remain in effect until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-118-16**

**APPROVAL OF REQUISITION OF DISTRICT TAXES FOR THE 2015-2016 SCHOOL YEAR**

RESOLVED, that the Board of Education approves the attached Requisition of District Taxes for the 2015-2016 school year in accordance with the attached schedule. (*attachment*)

**RESOLUTION NO. FFA-119-16**

**APPROVAL OF AGREEMENT FOR INVENTORY AUDIT**

RESOLVED, that the Board of Education approves an agreement with AM Consultants, Montville, NJ, for a complete audit of existing assets for all facilities, including updated GASB 23 depreciation schedules, at a cost not to exceed \$1,050.00, until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-120-16**

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

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, in consultation with the 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 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 the list of cooperative bids until the reorganization meeting in January 2017.

**RESOLUTION NO. FFA-121-16**

**APPROVAL FOR DISTRICT HOME & SCHOOL ASSOCIATIONS TO BE INCLUDED UNDER PEQUANNOCK BOARD OF EDUCATION GENERAL LIABILITY INSURANCE AS AN INSURED**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Home & School Associations of Pequannock Township High School, Pequannock Valley Middle School, North Boulevard School, Hillview School and Stephen J. Gerace School are included under the Pequannock Township School District's General Liability insurance when conducting district approved activities on district property until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-122-16**

**APPROVAL OF AGREEMENT WITH PERFORMANCE PHYSICAL THERAPY**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves an agreement with Performance Physical Therapy and Sports Conditioning to provide substitute athletic training services, until the next reorganization meeting in January 2017, on an as needed basis at a cost of \$75.00 per hour.

**RESOLUTION NO. FFA-123-16**

**APPROVAL OF RISK MANAGEMENT SERVICES**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Burton Agency as broker of record to provide Risk Management Services to the district and approves a contract through the January 2017 reorganization meeting.

**RESOLUTION NO. FFA-124-16**

**APPROVAL OF MEMBERSHIP IN POOLED INSURANCE PROGRAM OF NEW JERSEY**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, pursuant to the provision of Title 18A:18A-42, approves participation of the District through the administration of Burton Agency as a member of the Pooled Insurance Program of New Jersey and as a member for other joint insurance services until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-125-16**

**APPROVAL OF MILEAGE REIMBURSEMENT**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the reimbursement rate for auto travel at \$.31 per mile until the next reorganization meeting in January 2017, to conform with the per mile rate established by the OMB Circular.

**RESOLUTION NO. FFA-126-16**

**APPROVAL OF STUDENT ACCIDENT INSURANCE**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of BMI Benefits, LLC as the student insurance carrier per individual subscription (premiums are paid by the parents) and until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-127-16**

**APPROVAL OF DEBT SERVICE**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the allocation of interest on bonds to the debt service fund for the 2015-2016 school year.

**RESOLUTION NO. FFA-128-16**

**APPROVAL OF SCHOOL SAFETY PLAN**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the emergency procedures described in the official Pequannock Township School Safety Plan until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-129-16**

**APPROVAL OF DISTRICT PLANS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following district plans until the next reorganization meeting in January 2017.

Long Range Facility Plan  
Three-Year Comprehensive Maintenance Plan  
Comprehensive Equity Plan

**RESOLUTION NO. FFA-130-16**

**APPROVAL OF BROKER FOR FLEXIBLE SPENDING PLAN**

RESOLVED, that the Board of Education approves Ameriflex as broker/administrator for the flexible spending plan until next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-131-16**

**APPROVAL OF MEMORANDUM OF AGREEMENT**

RESOLVED, that the Board of Education approves a Memorandum of Agreement between the Pequannock Township Schools and the Pequannock Township Police Department until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-132-16**

**APPROVAL OF IRMA ADVISOR**

RESOLVED, that the Board of Education approves Phoenix Advisors LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor (IRMA) until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-133-16**

**APPROVAL OF RULLO & JUILLET AS THE PROVIDER FOR RIGHT TO KNOW SERVICES**

RESOLVED, that the Board of Education approves Rullo & Juillet as the provider of Right to Know Services for the Pequannock Township School District at an annual cost of \$3,650 until the next reorganization meeting in January 2017.



**RESOLUTION NO. FFA-134-16**

**APPROVAL OF WESTERN PEST SERVICE AS THE PROVIDER FOR INTEGRATED PEST MANAGEMENT SERVICES**

RESOLVED, that the Board of Education approves Western Pest Service as the provider of Integrated Pest Management Services for the Pequannock Township School District at an annual cost of \$3,000 until the next reorganization meeting in January 2017.

**RESOLUTION NO. FFA-135-16**

**APPROVAL OF ENVIRONMENTAL CONNECTION AS THE PROVIDER FOR AHERA SERVICES**

RESOLVED, that the Board of Education approves Environmental Connection as the provider of AHERA Services (3-year contract for a total cost of \$2,500) for the Pequannock Township School District until the next reorganization meeting in January 2017.

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS**

- PMC-212-16 Appointment of 504 Compliance Officer
- PMC-213-16 Appointment of Affirmative Action Officer
- PMC-214-16 Appointment of District Anti-Bullying Coordinator
- PMC-215-16 Appointment of Anti-Bullying School Level Specialist
- PMC-216-16 Approval of Psychological Examiners for District
- PMC-217-16 Appointment of School Physician
- PMC-218-16 Approval of Health and Safety Officer Assignments
- PMC-219-16 Approval of the Appointment of Delegate to the New Jersey School Board Association/Morris County School Board Association
- PMC-220-16 Approval of Appointment of Homeless Liaison
- PMC-221-16 Approval of Teacher Evaluation Process
- PMC-222-16 Approval of Administrative Evaluation Process
- PMC-223-16 Approval of Appointment of Educational Stability Liaison
- PMC-224-16 Table of Organization
- PMC-225-16 Approval of Job Descriptions
- PMC-226-16 Approval of Pequannock Library Board of Trustees Liaison
- PMC-227-16 Approval of Nursing Services Plan
- PMC-228-16 Approval of Technology Plan
- PMC-229-16 Approval of District Professional Development Plan
- PMC-230-16 Approval of District Mentoring Plan

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Sam Ciresi	_____ Mr. James Farrell	_____ Mrs. Ann Maier
_____ Dr. Douglas Muzzio	_____ Mrs. Kimberley Quigley	_____ Mr. Tom Salerno
_____ Mr. Robert Singer	_____ Mr. Vincent Siracusa	_____ Dr. Richard Thumann

**RESOLUTION NO. PMC-212-16**

**APPOINTMENT OF 504 COMPLIANCE OFFICER**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Jennifer Sowa as 504 Compliance Officer for the Pequannock Township School District until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-213-16**

**APPOINTMENT OF AFFIRMATIVE ACTION OFFICER**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints John Seborowski as Affirmative Action Officer for the Pequannock Township School District until the next reorganization meeting in January 2017, and for the purpose of facilitating the multi-year equity plan.

**RESOLUTION NO. PMC-214-16**

**APPOINTMENT OF DISTRICT ANTI-BULLYING COORDINATOR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Jessica Muzzio-Rentas as the District Anti-Bullying Coordinator for the Pequannock Township School District until the next reorganization meeting in January 2017.

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

**RESOLUTION NO. PMC-215-16**

**APPOINTMENT OF ANTI-BULLYING SCHOOL LEVEL SPECIALIST**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent appoints the following anti-bullying school level specialists for the Pequannock Township School District until the next reorganization meeting in January 2017:

<b>Name</b>	<b>School</b>
Kimberly Buscher	PTHS
Terri Praschak	PV
Donna Dericks	HV
Lorraine LaTempa	NB
Jackie Griffith	SJG

**RESOLUTION NO. PMC-216-16**

**APPROVAL OF PSYCHOLOGICAL EXAMINERS FOR DISTRICT**

RESOLVED, that the Board of Education recognizes Marcia Dimetrosky, Emily Coughlin, and Shannon Patti as psychological examiners for the District on an as needed basis until the next reorganization meeting in January 2017, pursuant to NJSA 18A:46-11.

**RESOLUTION NO. PMC-217-16**

**APPOINTMENT OF SCHOOL PHYSICIAN**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Dr. Douglas Borkowski as School Physician until the next reorganization meeting in January 2017 at an annual fee of \$12,000.00.

**RESOLUTION NO. PMC-218-16**

**APPROVAL OF HEALTH AND SAFETY OFFICER ASSIGNMENTS**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following assignments for Peter Riffel until the next reorganization meeting in January 2017 for required environmental and health and safety:

- 1) Right-to-Know Contact
- 2) Indoor Air Quality Designee
- 3) Chemical Hygiene Officer
- 4) Integrated Pest Management Coordinator
- 5) Designated Person for AHERA

**RESOLUTION NO. PMC-219-16**

**APPROVAL OF THE APPOINTMENT OF DELEGATE TO THE NEW JERSEY SCHOOL BOARDS ASSOCIATION/MORRIS COUNTY SCHOOL BOARDS ASSOCIATION**

RESOLVED, that the Board of Education approves the appointment of \_\_\_\_\_ as Delegate/Representative to the New Jersey School Boards Association and the Morris County School Boards Association for one (1) year, beginning immediately and that the policy authorizing the duties of the delegate to the New Jersey School Boards Association be approved as follows:

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

1. Represent the Board at meetings of the New Jersey School Boards Association and the Morris County School Boards Association.
2. Study and report to the Board all proposed State and Federal Legislature of interest and relevance.
3. At the direction of the Board, prepare proposed resolutions for submission to the State School Boards Association.

**RESOLUTION NO. PMC-220-16**

**APPROVAL OF APPOINTMENT OF HOMELESS LIAISON**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of Dr. Rosalie Winning as Homeless Liaison for the Pequannock Township School District until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-221-16**

**APPROVAL OF TEACHER EVALUATION PROCESS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Danielson Teacher Evaluation process for the evaluation of certificated staff.

**RESOLUTION NO. PMC-222-16**

**APPROVAL OF ADMINISTRATIVE EVALUATION PROCESS**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Marshall Evaluation process for the evaluation of the administrative staff.

**RESOLUTION NO. PMC-223-16**

**APPROVAL OF APPOINTMENT OF EDUCATIONAL STABILITY LIAISON**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of Dr. Rosalie Winning as the Educational Stability Liaison for the Pequannock Township School District until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-224-16**

**APPROVAL OF TABLE OF ORGANIZATION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Organizational Chart for the Pequannock Township Public Schools until the next reorganization meeting in January 2017.  
(Attachment)

**RESOLUTION NO. PMC-225-16**

**APPROVAL OF JOB DESCRIPTIONS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the existing job descriptions covering all employees of the Pequannock Township Board of Education until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-226-16**

**APPROVAL OF LIAISON FOR THE PEQUANNOCK PUBLIC LIBRARY BOARD OF TRUSTEES**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Yvette McBain, Reading Specialist, as the district's liaison to the Pequannock Township Public Library Board of Trustees until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-227-16**

**APPROVAL OF NURSING SERVICES PLAN**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Nursing Services Plan for the Pequannock Township Public Schools until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-228-16**

**APPROVAL OF TECHNOLOGY PLAN**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Technology Plan for the Pequannock Township Public Schools until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-229-16**

**APPROVAL OF DISTRICT PROFESSIONAL DEVELOPMENT PLAN**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the District Professional Development Plan for the Pequannock Township Public Schools until the next reorganization meeting in January 2017.

**RESOLUTION NO. PMC-230-16**

**APPROVAL OF DISTRICT MENTORING PLAN**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the District Mentoring Plan for the Pequannock Township Public Schools until the next reorganization meeting in January 2017.

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

CIS-64-16 Approval of Programs, Curriculum and Textbooks

Motion by:	Second by:	Roll Call Vote:
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\_\_\_\_ Mr. Sam Ciresi  
\_\_\_\_ Dr. Douglas Muzzio  
\_\_\_\_ Mr. Robert Singer

\_\_\_\_ Mr. James Farrell  
\_\_\_\_ Mrs. Kimberley Quigley  
\_\_\_\_ Mr. Vincent Siracusa

\_\_\_\_ Mrs. Ann Maier  
\_\_\_\_ Mr. Tom Salerno  
\_\_\_\_ Dr. Richard Thumann

**RESOLUTION NO. CIS-64-16**

**APPROVAL OF PROGRAMS, CURRICULUM AND TEXTBOOKS**

RESOLVED, that the Board of Education adopts current programs, curriculum guides and existing list of approved textbooks and materials, from Preschool to Grade 12, until the next reorganization meeting in January 2017.

VII. 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. We also recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name and sign in before you begin.

VIII. Old Business

New Business

IX. Adjournment

Motion by:	Second by:	Roll Call Vote:
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