



PEQUANNOCK TOWNSHIP BOARD OF EDUCATION

Pequannock Township High School Auditorium

85 Sunset Road, Pompton Plains, NJ 07444

MEETING AGENDA

Monday, April 25, 2016

Following the Public Hearing

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. Sam Ciresi

_____ Mr. James Farrell

_____ Mrs. Ann Maier

_____ Dr. Douglas Muzzio

_____ Mr. Tom Salerno

_____ Mr. Robert Singer

_____ Mr. Vincent Siracusa

_____ Dr. Richard Thumann

_____ Mrs. Kimberley Quigley

FLAG SALUTE

III. Board President Report - *Kimberley Quigley*

IV. Superintendent Report – *Brett Charleston*

- Student Representative Report - *Zach Lopez*

V. Business Administrator/Board Secretary – *Kateryna W. Bechtel, CPA*

VI. 2015-2016 Upcoming Committee Meetings

- Curriculum, Instruction, and Special Services May 16, 2016
- Policy May 16, 2016
- Personnel, Management, and Community Relations May 16, 2016
- Finance, Facilities, and Athletics May 18, 2016

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. 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.

PEQUANNOCK TOWNSHIP BOARD OF EDUCATION April 25, 2016 Board Meeting Agenda

VIII. Approval of Minutes: April 11, 2016

Motion by:	Second by:	Roll Call Vote:
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_____ Mr. Sam Ciresi

_____ Mr. James Farrell

_____ Mrs. Ann Maier

_____ Dr. Douglas Muzzio

_____ Mr. Tom Salerno

_____ Mr. Robert Singer

_____ Mr. Vincent Siracusa

_____ Dr. Richard Thumann

_____ Mrs. Kimberley Quigley

IX. Approval of Action Items

*denotes new item on the agenda
bold print denotes changes

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Committee Report of 4/18/16 - Dr. Richard Thumann, Chair

- PMC-346-16 Acceptance of Resignation for the Purpose of Retirement
- PMC-347-16 Approval of a Leave of Absence
- PMC-348-16 Approval of a Leave of Absence
- PMC-349-16 Approval to Amend Use of Sick Leave (PMC-264-16)
- PMC-350-16 Approval to Amend Family/Medical Leave of Absence 2015-2016 School Year (PMC-276-16)
- PMC-351-16 Approval to Amend Appointment (PMC-247-16)
- PMC-352-16 Approval of Resignation
- PMC-353-16 Approval to Amend Resignation Effective Date (PMC-337-16)
- PMC-354-16 Approval of Leave of Absence for the 2015-2016 School Year
- PMC-355-16 Approval of Nurses to Staff Sports Physicals for the 2016-2017 School Year
- PMC-356-16 Approval of Physicians to Perform Sports Physicals for the 2016-2017 School Year
- PMC-357-16 Approval of District Substitutes 2015-2016
- PMC-358-16 Approval of Homebound Instructor 2015-2016

Motion by:	Second by:	Roll Call Vote:
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- | | | |
|---------------------------|--------------------------|-----------------------------|
| _____Mr. Sam Ciresi | _____Mr. James Farrell | _____Mrs. Ann Maier |
| _____Dr. Douglas Muzzio | _____Mr. Tom Salerno | _____Mr. Robert Singer |
| _____Mr. Vincent Siracusa | _____Dr. Richard Thumann | _____Mrs. Kimberley Quigley |

RESOLUTION NO. PMC-346-16

ACCEPTANCE OF RESIGNATION FOR THE PURPOSE OF RETIREMENT

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignation for the purpose of retirement of the following personnel:

NAME	POSITION	EFFECTIVE
Faye Lash	LDTC	12/31/16

RESOLUTION NO. PMC-347-16

APPROVAL OF A LEAVE OF ABSENCE

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a leave of absence for Fernando Roldan, Maintenance Worker, using 14 accumulated sick days, beginning April 12, 2016 through April 30, 2016, returning to work on May 2, 2016.

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. PMC-348-16

APPROVAL OF A LEAVE OF ABSENCE

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a leave of absence for Diane Mee, Aide at North Boulevard School, using 14 accumulated sick days, beginning April 12, 2016 through April 29, 2016, returning to work on May 2, 2016.

RESOLUTION NO. PMC-349-16

APPROVAL TO AMEND USE OF SICK LEAVE (PMC-264-16)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the amendment to the use of sick leave for Leslie Ulrich, Grade 1 Teacher at North Boulevard School, effective April 18, 2016 through approximately April 22, 2016, using 5 additional accumulated sick days, **returning to work on April 25, 2016.**

RESOLUTION NO. PMC-350-16

APPROVAL TO AMEND FAMILY/MEDICAL LEAVE OF ABSENCE 2015-2016 (PMC-276-16)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves an amendment to the leave of absence for Melissa Barcadepone, Reading Specialist at North Boulevard School, beginning on **March 8, 2016** using **67** accumulated sick days, pending receipt of documentation, returning to work on September 6, 2016.

RESOLUTION NO. PMC-351-16

APPROVAL AMEND APPOINTMENT(PMC-247-16)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following personnel:

NAME	ASSIGNMENT	SALARY	EFFECTIVE
Regina Maybee <i>Long term leave replacement for Leslie Ulrich</i>	Grade 1Teacher NB	MA, Step 1, \$59,255 (prorated), not benefit eligible	4/18/2016-4/26/2016

RESOLUTION NO. PMC-351-16

APPROVAL OF RESIGNATION

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the resignation of the following personnel:

NAME	POSITION	EFFECTIVE DATE
Linda Vedovino	.57 Aide, NB	May 13, 2016

*denotes new item on the agenda
bold print denotes changes

RESOLUTION NO. PMC-353-16

APPROVAL TO AMEND RESIGNATION EFFECTIVE DATE (PMC-337-16)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, amends the resignation effective date of the following personnel:

NAME	POSITION	EFFECTIVE DATE
Diane Frasco	.5 Aide, PTHS	May 6, 2016

RESOLUTION NO. PMC-354-16

APPROVAL OF LEAVE OF ABSENCE 2015-2016 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a leave of absence, without pay, for Nicole Brennan, Aide at North Boulevard School, effective May 16, 2016 through May 20, 2016, returning to work on May 23, 2016.

RESOLUTION NO. PMC-355-16

APPROVAL OF NURSES TO STAFF SPORTS PHYSICALS FOR THE 2016-2017 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following nurse personnel to staff sports physicals, for the 2016-2017 school year, scheduled for June 8, 2016 and June 15, 2016 (if necessary) at Pequannock Valley Middle School, not to exceed six hours, prorated to an hourly rate of their contracted amounts, as per the Pequannock Township Education Association Agreement.

- Olga Avagyan, Pequannock Township High School
- Cindy Wolkowitz, Pequannock Valley Middle School

RESOLUTION NO. PMC-356-16

APPROVAL OF PHYSICIANS TO PERFORM SPORTS PHYSICALS FOR THE 2016-2017 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Dr. Robert Palacios and Dr. Douglas Borkowski to perform sports physicals, for the 2016-2017 school year, scheduled for June 8, 2016 and June 15, 2016 (if necessary) at Pequannock Valley Middle School, not to exceed \$400.00 total per day.

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RESOLUTION NO. PMC-357-16

APPROVAL OF DISTRICT SUBSTITUTES 2015-2016

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following district substitutes for the 2015-2016 school year at the approved rate for each category and having met all requisite district and New Jersey Department of Education employment criteria.

NAME	CATEGORY
Karen Rusiniak	Teacher, Aide
Kathryn Zuccala	Teacher, Aide, Secretary

RESOLUTION NO. PMC-358-16

APPROVAL OF HOMEBOUND INSTRUCTOR 2015-2016

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of the following personnel for Homebound Instruction for the 2015-2016 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

NAME
Justin Lefebvre

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bold print denotes changes

CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

Committee Report of 4/18/16 - James Farrell, Chair

- CIS-100-16 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-101-16 Approval of Student Field Trips
- CIS-102-16 Approval of Externship Placement in District for 2016-2017 School Year
- CIS-103-16 Approval of Services and Agencies to Provide Services to Students

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

RESOLUTION NO. CIS-100-16

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
4/27/16	J. Andresen	Peer Leadership & Empowering Our Future College of St. Elizabeth	\$-0-	\$13.30	n/a	\$13.30
5/19/16	S. Keefe	Chemical Management Workshop Morris Knolls HS	\$-0-	\$11.84	\$42.50	\$54.34

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PEQUANNOCK TOWNSHIP BOARD OF EDUCATION April 25, 2016 Board Meeting Agenda

5/24/16	A.Scelso	Realtime User Group Meeting, Clifton	\$-0-	n/a	n/a	\$-0-
6/23/16	K. Bechtel	NJSCPA - Government Accounting & Audit Edison	\$269.00	\$21.29	n/a	\$290.29
5/12/16	M. Colicchio	NJASBO Admin Assistant Program Rockaway, NJ	\$-0-	\$-0-	n/a	\$-0-
5/12/16	M. Tierney	NJASBO Admin Assistant Program Rockaway, NJ	\$-0-	\$13.80	n/a	\$13.80

RESOLUTION NO. CIS-101-16

APPROVAL OF STUDENT FIELD TRIPS

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

<u>DATE</u>	<u>DESTINATION</u>	<u>PERSON IN CHARGE</u>	<u>SCHOOL/ GRADE/ # STUDENTS</u>	<u>PURPOSE</u>	<u>COST TO STUDENT</u>	<u>COST TO DISTRICT</u>
5/11/16	Farmstead Estate Ringwood	A.Meyers P. Sedran M. Brucchieri	HV/Kdg/53	Farm Unit Petting Zoo	\$6.00	\$-0-
5/10/16	Farmstead Estate Ringwood	S. Shizas S. Hubner	NB/Kdg/53	Farm Unit Petting Zoo	\$5.00	\$-0-
5/5/16	Farmstead Estate Ringwood	M.A.Ochner J. Stringer	SJG/Kdg/37	Farm Unit Petting Zoo	\$20.00	\$-0-
6/3/16	PVS	P. Bellas M. Ruggiero S. Diver	HV/5/60	6th Grade Orientation	n/a	\$-0-
6/3/16	PVS	C. Valero B. Biagiotti	NB/5/43	6th Grade Orientation	n/a	\$-0-
6/3/16	PVS	S. Martinez L. Warner	SJG/5/45	6th Grade Orientation	n/a	\$-0-

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RESOLUTION NO. CIS-102-16

APPROVAL OF EXTERNSHIP PLACEMENT IN DISTRICT FOR 2016-2017 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the externship placement of Amanda Engelhardt for Montclair State University's School Psychology Graduate Certificate Program. Ms. Engelhardt will be supervised by Marcia Dimetrosky, School Psychologist.

RESOLUTION NO. CIS-103-16

APPROVAL OF SERVICES AND AGENCIES TO PROVIDE SERVICES TO STUDENTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following services and agencies to provide services to students for 2015-2016 school year:

STUDENT	SERVICES/AGENCIES	FEE
#256	Innovation 2 hours/week 4/12/16 - 4/27/16	\$50.00/hr.
#256	Home Instruction 4 hours/week	\$37.00/hr.

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FINANCE, FACILITIES, AND ATHLETICS

Committee Meeting of 4/20/16 - Vincent Siracusa, Chair

- FFA-198-16 Payment of Bills – April 12, 2016 to April 25, 2016
- FFA-199-16 Transfer of Funds March 2016
- FFA-200-16 Monthly Reports from Schools and Programs for March 2016
- FFA-201-16 Approval to Accept Donation to the Pequannock Township School District
- FFA-202-16 Acceptance of Grant Increase Chapter 192/193
- FFA-203-16 Approval of Retirement Plan Compliance and Administration Services Agreement
- FFA-204-16 Approval of Membership in NJSIAA for 2016-17
- FFA-205-16 Re-Approve Marketing Agreement with PTHS FBLA for 2016-17
- FFA-206-16 Approval to Amend Payment of Bills - March 29, 2016 to April 11, 2016

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

RESOLUTION NO. FFA-198-16

PAYMENT OF BILLS – APRIL 12, 2016 TO APRIL 25, 2016

RESOLVED, that the Board of Education approves the Bills List, from April 12, 2016 to April 25, 2016, submitted by the Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$2,158,442.38
Capital Projects Fund 30	\$0.00
Food Service Fund 6x	\$23,928.64

RESOLUTION NO. FFA-199-16

TRANSFER OF FUNDS MARCH 2016

RESOLVED, that the Board of Education approves the transfer of funds within the 2015-2016 budget from March 1, 2016 through March 31, 2016, in accordance with the attached list, which shall become a part of the record.

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RESOLUTION NO. FFA-200-16

MONTHLY REPORT FROM SCHOOLS AND PROGRAMS FOR MARCH 2016

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of March 2016 for the High School Activities Account, the High School Interscholastic Athletic Account, the Pequannock Valley School Student Activities Account; and for Pomptonian Food Service.

RESOLUTION NO. FFA-201-16

APPROVAL TO ACCEPT DONATION TO THE PEQUANNOCK TOWNSHIP SCHOOL DISTRICT

RESOLVED, that the Board of Education, in accordance with Policy 7230 and upon recommendation of the Superintendent, accepts the following donation to the Pequannock Township School District.

DONATION	TO	DONATED BY
Book: <u>Hearts of Gold: A Celebration of Special Olympics and Heroes</u> Value \$65.00	PTHS	Emmy Challenger
Mail Sorter with Storage and a Counter Value \$1,550.00	SJG	SJG HSA
\$1,418.82	PTHS	Golden Panther Football Club
Shed Value \$2,600.00	PTHS	The Kohle Family

RESOLUTION NO. FFA-202-16

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 2015-16 school year as follows:

PROGRAM	ENTITLEMENT TO DATE	CURRENT REQUEST
Supplemental Instruction (Chap 193)	\$40,321	\$446

RESOLUTION NO. FFA-203-16

APPROVAL OF RETIREMENT PLAN COMPLIANCE AND ADMINISTRATION SERVICES AGREEMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves a Retirement Plan Compliance and Administration Services Agreement between TSA Consulting Group, Inc. and the Pequannock Township Board of Education for the purpose of retirement plan consulting, compliance and administration services beginning July 1, 2016 with the related administrative fees to be paid by the retirement plan vendors.

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RESOLUTION NO. FFA-204-16

APPROVAL OF MEMBERSHIP IN THE NJSIAA FOR 2016-17

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to enroll the Pequannock Township High School as a member of the New Jersey Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA for the 2016-17 school year.

RESOLUTION NO. FFA-205-16

RE-APPROVE MARKETING AGREEMENT WITH PTHS FBLA FOR 2016-17

WHEREAS the Pequannock Board of Education is desirous of continuing a revenue generating marketing program to take advantage of District facilities and;

WHEREAS the Pequannock Township High School FBLA (Future Business Leaders of America) has successfully managed a marketing plan for District facilities at Pequannock Township High School to local businesses and;

WHEREAS the content of all advertisements shall be consistent with Board policy 6163 and;

WHEREAS, this agreement will enhance the connections with local vendors and businesses to provide them an opportunity to support their community schools, while providing a valuable business education to the members of the FBLA and;

WHEREAS, this partnership will generate revenue for the Pequannock Township Board of Education and the FBLA through a 50%-50% split after expenses;

THEREFORE BE IT RESOLVED, that the Board of Education accepts the proposal from the FBLA to continue their management of this program for the 2016-17 school year; and furthermore, directs the School Business Administrator to maintain an enterprise account to deposit all Board proceeds from the agreement which are to be used for maintenance and upgrade of District facilities.

RESOLUTION NO. FFA-206-16

APPROVAL TO AMEND PAYMENT OF BILLS – MARCH 29 , 2016 TO APRIL 11, 2016

RESOLVED, that the Board of Education approves to amend the Bills List, from March 29 , 2016 to April 11, 2016, submitted by the Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$1,900,112.17
Capital Projects Fund 30	\$626,027.50
Food Service Fund 6x	\$23,009.07

Fund 30 amount was increased by \$625,000 to reflect the interfund transfer required to record the payment of principal on the district's temporary note payable.

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POLICY

Committee Meeting of 4/18/16 - Tom Salerno, Chair

- P-20-16 Approval to Abolish Board Policy 2425
- P-21-16 Approval of New and Revised Board Policies and Regulations for First Reading

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

RESOLUTION NO. P-20-16

APPROVAL TO ABOLISH BOARD POLICY 2425

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to abolish Board Policy 2425 Physical Education.

RESOLUTION NO. P-21-16

APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR FIRST READING

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

<u>MANUAL SECTION</u>	<u>POLICY/REGULATION</u>
Administration	1510R - Rights of Persons With Handicaps or Disabilities / Non-Discrimination
Program	2422 - Health and Physical Education
Program	2431 - Athletic and Activities Competition
Program	2431.2R - Medical Examination Prior To Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
Students	5111 & 5111R - Eligibility of Resident/Nonresident Students
Students	5310 & 5310R - Health Services
Students	5330.01 & 5330.01R - Administration of Medical Marijuana
Students	5331R - Management of Life-Threatening Allergies in Schools
Students	5460 - High School Graduation
Property	7420R - Handling and Disposal of Body Wastes and Fluids
Operations	8462 & 8462R - Reporting Potentially Missing or Abused Children

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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. 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.

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

XIII. Adjournment

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

May 9, 2016 PTHS Auditorium 7:00 pm

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