

PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Pequanock Township High School Auditorium
85 Sunset Road, Pompton Plains, NJ 07444
MEETING AGENDA
Monday, December 12, 2016
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 Daily Record and Suburban Trends, 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. Thomas Salerno	_____ Mr. Robert Singer
_____ Mr. Vincent Siracusa	_____ Dr. Richard Thumann	_____ Mrs. Kimberley Quigley

FLAG SALUTE

III. Board President Report – *Kimberley Quigley*

- District Audit Presentation - *Nisivoccia, LLP - Kathleen Mantell*

IV. Superintendent Report – *Brett Charleston*

- Student Representative Report - *Ethan Blakely*

V. Board Secretary Report – *Kateryna W. Bechtel, CPA*

VI. Public Hearing on Amendment to Business Administrator and Assistant Superintendent contracts to approve salary increases and change in health care benefits.

VII. Open to Public Hearing 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 public hearing 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, municipality of residence, and, if applicable, group affiliation and sign in before you begin.

XI. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Dr. Richard Thumann, Chair

- PMC-105-17 Acceptance of Report
- PMC-106-17 Acceptance of Resignation
- PMC-107-17 Acceptance of Resignation for the Purpose of Retirement
- PMC-108-17 Approval of QSAC Equivalency Application N.J.A.C. 6A:5
- PMC-109-17 Approval of Appointments - 2016-2017 School Year
- PMC-110-17 Approval of Sixth Period Assignment - 2016-2017 School Year
- PMC-111-17 Approval of District Substitutes - 2016-2017 School Year
- PMC-112-17 Approval of Personnel for Sporting Event Coverage - 2016-2017 School Year

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

RESOLUTION NO. PMC-105-17
ACCEPTANCE OF REPORT

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

- Enrollment Report

RESOLUTION NO. PMC-106-17
ACCEPTANCE OF RESIGNATION

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

NAME	POSITION	EFFECTIVE DATE
Ruban, Ellen	School Social Worker Stephen J. Gerace Elementary School	1/31/2017

RESOLUTION NO. PMC-107-17
ACCEPTANCE OF RESIGNATION FOR THE PURPOSE OF RETIREMENT

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

NAME	POSITION	EFFECTIVE DATE
Witte, Richard	Custodian Pequannock Township High School	1/31/2017

*denotes new item on the agenda
bold print denotes change

RESOLUTION NO. PMC-108-17
APPROVAL OF QSAC EQUIVALENCY APPLICATION AND SUBMISSION (N.J.A.C. 6A:5)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the application and submission of the QSAC Equivalency waiver (N.J.A.C. 6A:5), which would extend the School District’s certification as a high performing district for an additional three years.

RESOLUTION NO. PMC-109-17
APPROVAL OF APPOINTMENTS - 2016-2017 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves 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: **(Salaries & Guide placement represent 2013-2016 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)**

NAME	ASSIGNMENT	EFFECTIVE DATES	SALARY	CERTIFICATION/ LICENSE
Hoffman, Jill	Lunch Aide Stephen J. Gerace Elementary School	On or before 12/16/2016-6/30/2017	\$8.38/hour As needed	
Klimek, Carly	Volunteer-Nurse’s Office Hillview Elementary School	1/3/2017	N/A	
Seeber, Katia	.66 Aide North Boulevard Elementary School	On or before 12/16/2016-6/30/2017	Step 1, \$11,491	Substitute Certification

RESOLUTION NO. PMC-110-17
APPROVAL OF SIXTH PERIOD ASSIGNMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel for a sixth period assignment/supervisory duty, prorated, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. **(Salaries & Guide placement represent 2013-2016 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)**

NAME	SCHOOL	FREQUENCY	GRADE	EFFECTIVE DATE	SALARY
Iraggi, Kathleen	6th Period Assignment North Boulevard Elementary School	55 minutes/day 5 days/week	Grades 2 & 3 Writing Resource	1/1/2017-6/30/2017	\$3,300.00
Cooper, Patrick	Supervisory Duty-Library Pequannock Township High School	45 minutes/day 3 days/week	N/A	1/1/2017-6/30/2017	\$540.00
Gajewski, Brittany	Supervisory-Library Pequannock Township High School	45 minutes/day 1 day/week	N/A	1/1/2017-6/30/2017	\$180.00

*denotes new item on the agenda
bold print denotes change

Rodriguez, Gemma	Supervisory Duty-Library Pequannock Township High School	45 minutes/day 1 day/week	N/A	1/1/2017-6/30/2017	\$180.00
Lau-Munoz, Krista	Supervisory Duty-Library Pequannock Township High School	50 minutes/day 1 day/week	N/A	1/1/2017-6/30/2017	\$200.04
Lefebvre, Justin	Supervisory Duty-Library Pequannock Township High School	50 minutes/day 2 days/week	N/A	1/1/2017-6/30/2017	\$400.08
Pitcher, Jennifer	Supervisory Duty-Library Pequannock Township High School	50 minutes/day 2 days/week	N/A	1/1/2017-6/30/2017	\$400.08

RESOLUTION NO. PMC-111-17
APPROVAL OF DISTRICT SUBSTITUTES - 2016-2017 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following district substitutes for the 2016-2017 school year at the approved rate for each category:

NAME	POSITION
Samantha Tabakman	Teacher

RESOLUTION NO. PMC-112-17
APPROVAL OF PERSONNEL FOR SPORTING EVENT COVERAGE - 2016-2017 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following personnel to fill various positions at all home sporting events such as chains, site manager, parking/crowd control/security, clock operators, ticket takers, ticket sellers, and announcers for the 2016-2017 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association (Article 32, Paragraph A6-u), at a rate of \$67.00 per event (**Salaries & Guide placement represent 2013-2016 collective bargaining agreement, pending completion of the successor collective bargaining agreement:**)

Pequannock Valley Middle School

Joseph Gennarelli

*denotes new item on the agenda
bold print denotes change

CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

James Farrell, Chair

- CIS-48-17 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-49-17 Approval of Externship Placement in District
- CIS-50-17 Approval of Title I Tutoring Staff
- CIS-51-17 Approval to Accept Naiku Team Teacher Grant Award
- CIS-52-17 Approval of Student Field Trips

Motion by:	Second by:	Roll Call Vote:
------------	------------	-----------------

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

RESOLUTION NO. CIS-48-17

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
1/5 & 1/6/17	A.Scelso	Coop Workshop Continuity of Operations, Mahwah	\$-0-	\$17.48	n/a	\$17.48
1/5 & 1/6/17	T. Loeffler	Coop Workshop Continuity of Operations, Mahwah	\$-0-	\$22.32	n/a	\$22.32
TBD w/Parent	L. LaTempa	Insulin Pump Class Morristown Hospital	\$-0-	n/a	\$85.00	\$85.00

*denotes new item on the agenda

bold print denotes change

2/9 & 2/10/17	J.Andresen	Assoc. of Student Assistant Professionals Annual Conference Long Branch	\$295.00	\$40.18	n/a	\$375.36
2/18/17	E. Codey	The Art of Education, Online	\$149.00	n/a	n/a	\$149.00

RESOLUTION NO. CIS-49-17

APPROVAL OF EXTERNSHIP PLACEMENT IN DISTRICT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Externship placement of Caitlin Ford for Speech Language Pathology through Montclair State University, with Hope Liebes at North Boulevard School for the spring 2017 semester.

RESOLUTION NO. CIS-50-17

APPROVAL OF TITLE I TUTORING STAFF

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the additional Title I Tutoring staff as listed. Payment will be made at the rate of \$30.00 for a 30 minute session.

High School
Daniel Carey
Catherine Pascarella

RESOLUTION NO. CIS-51-17

APPROVAL TO ACCEPT NAIKU TEAM TEACHER GRANT AWARD

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the acceptance of the Naiku Team Teacher Grant as awarded to the district, which includes professional development and next generation classroom assessment software for implementing a learner-centric assessment environment.

RESOLUTION NO. CIS-52-17

APPROVAL OF STUDENT 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
12/19/16, 1 /6, 1/17& 1/18/17	Livingston HS and Morris County Courthouse	J. Carlson	PTHS/-/10	Mock Trial Scrimmage/ Competitions	\$-0-	Transportation Driver O/T
1/11/17	Samsung Electronics Ridgefield Park	E. Honig	PTHS/-/3	JA Titan Competition & Job Shadow	\$-0-	\$481.65

*denotes new item on the agenda

bold print denotes change

AGENDA, PEQUANNOCK TOWNSHIP BOARD OF EDUCATION Meeting, December 12, 2016

1/21/17	Sparta High School	R. Murek	PTHS/-/25	Vex Robotics Competition	\$-0-	Transportation Driver O/T
1/26, 1/26, 2/16, 2/17/17	Hillview School	S. Quagliana	PV/7/11	English Language Studies	\$-0-	\$-0-

*denotes new item on the agenda
bold print denotes change

FINANCE, FACILITIES, AND ATHLETICS

Vincent Siracusa, Chair

- FFA-66-17 Payment of Bills – November 29, 2016 to December 12, 2016
- FFA-67-17 Approval of Financial Reports/Monthly Certification for October 2016
- FFA-68-17 Monthly Reports from Schools and Programs for October 2016
- FFA-69-17 Declaration of Obsolete Equipment
- FFA-70-17 Approval to Accept Donation to Pequannock Township School District
- FFA-71-17 Approval of Amended IDEA Grant Application for 2016-2017 (FFA-05-17)
- FFA-72-17 Approval of Participation in ACES Cooperative Pricing System and ACES PLUS Program
- FFA-73-17 Approval of Purchase of 2017 Ford Super Duty F-250 Truck
- FFA-74-17 Acceptance of 2015-2016 Comprehensive Annual Financial Report and Auditors’ Management Report
- FFA-75-17 Acceptance of Grant from Brain Injury Alliance of New Jersey
- FFA-76-17 Approval of Financial Reports/Monthly Certification for November 2016

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

RESOLUTION NO. FFA-66-17

PAYMENT OF BILLS – NOVEMBER 29, 2016 TO DECEMBER 12, 2016

RESOLVED, that the Board of Education approves the Bills List, from November 29, 2016 to December 12, 2016, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$1,981,697.30
Capital Projects Fund 30	\$25,037.36
Food Service Fund 6x	\$74,110.21

RESOLUTION NO. FFA-67-17

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR OCTOBER 2016

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for October 2016.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of October 2016, 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

*denotes new item on the agenda

bold print denotes change

RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of October 2016, the Board Secretary's 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-68-17

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR OCTOBER 2016

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

RESOLUTION NO. FFA-69-17

DECLARATION OF OBSOLETE EQUIPMENT

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

RESOLUTION NO. FFA-70-17

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
Funding for Team Bags Value \$512.50	PTHS	Pequannock Friends of Wrestling
\$200.00	Marge Scorza Scholarship Fund	Dolores Gibson

RESOLUTION NO. FFA-71-17

APPROVAL OF AMENDED IDEA GRANT APPLICATION FOR 2016-2017 (FFA-05-17)

RESOLVED, that the Board of Education approves the amended IDEA grant application for the 2016-2017 school year. The grant application includes acceptance of the following public and nonpublic funds:

	BASIC	PRESCHOOL
PUBLIC	\$411,728	\$15,051
NONPUBLIC	\$121,703	
TOTAL	\$533,431	\$15,051

*denotes new item on the agenda

bold print denotes change

RESOLUTION NO. FFA-72-17

APPROVAL OF PARTICIPATION IN ACES COOPERATIVE PRICING SYSTEM AND ACES PLUS PROGRAM

RESOLVED, that the Board of Education upon recommendation of the Superintendent and the School Business Administrator/Board Secretary, approves the attached resolution authorizing the district to enter into a cooperative pricing agreement with the Alliance for Competitive Energy Services (“ACES”) and authorizing participation in the ACESplus program for energy consulting services, as per the attached resolution and cooperative pricing system agreement..

RESOLUTION NO. FFA-73-17

APPROVAL OF PURCHASE OF FORD SUPER DUTY F-250 TRUCK

RESOLVED, that the Board of Education upon recommendation of the Superintendent and the School Business Administrator, approves the purchase of a 2017 Ford Super Duty F-250 SRW XL 4WD Reg Cab 8’ Box under NJ State Contract A88727 in the amount of \$28,820.00.

RESOLUTION NO. FFA-74-17

ACCEPTANCE OF 2015-2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT AND AUDITORS’ MANAGEMENT REPORT

RESOLVED, that the Board of Education accepts the “Comprehensive Annual Financial Report” and the “Auditors’ Management Report On Administrative Findings – Financial Compliance and Performance for the Fiscal Year Ended June 30, 2016,” which was submitted by Nisivoccia, LLP, the district’s auditors, having been presented and reviewed at the public meeting. A copy of the Audit Synopsis, which was distributed at the meeting, shall be attached to and made a part of the record of this meeting. A Corrective Action Plan is not required as no audit recommendations were included in the reports.

RESOLUTION NO. FFA-75-17

APPROVAL TO ACCEPT GRANT FROM BRAIN INJURY ALLIANCE OF NEW JERSEY

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts a grant in the amount of \$750.00 to the Pequannock Township School District for the driver education program from the Brain Injury Alliance of New Jersey.

RESOLUTION NO. FFA-76-17

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR NOVEMBER 2016

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for November 2016.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of November 2016, 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 November 2016, the Board Secretary’s 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.

*denotes new item on the agenda

bold print denotes change

POLICY

Tom Salerno, Chair

P-15-17 Approval of New and Revised Board Policies and Regulations for Second Reading and Adoption

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

RESOLUTION NO. P-15-17

APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR SECOND READING AND ADOPTION

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

MANUAL SECTION	POLICY/REGULATION(R)
<i>Bylaws</i>	0000.03R - Introduction
<i>Students</i>	5530R - Substance Abuse
<i>Operations</i>	8140R - Enrollment Accounting
	8420.3R - Natural Disasters and Man-Made Catastrophes
	8420.4R - Kidnapping
	8420.5R - Asbestos Release
	8420.6R - Accidents To and From School
	8451R - Control of Communicable Disease
	8465R - Hate Crimes and Bias-Related Acts
	8467R - Weapons
	8500 - Food Services
<i>Community</i>	9140R - Citizens Advisory Committee
	9191 - Booster Club
	9210 - Parent Organizations
	9320R - Cooperation with Law Enforcement Agencies

*denotes new item on the agenda

bold print denotes change

XII. 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, municipality of residence, and, if applicable, group affiliation and sign in before you begin.

XIII. Old Business

XIV. New Business

- School Finance Training - *Nisivoccia, LLP - Kathleen Mantell*

XV. **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 and/or student matters. Said matters will be made public upon their disposition.

Motion by:	Second by:	Roll Call Vote:
------------	------------	-----------------

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

XVI. Adjournment

Motion by:	Second by:	Time:
------------	------------	-------

FUTURE PUBLIC BOARD MEETINGS

January 4, 2017 (Organization Meeting) PTHS 7:00 pm

*denotes new item on the agenda

bold print denotes change