

PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Pequannock Township High School Auditorium
85 Sunset Road, Pompton Plains, NJ 07444
MEETING AGENDA
Monday, February 27, 2017
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	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmanski	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

FLAG SALUTE

III. Board President Report - *Kimberley Quigley*

- Monthly Financial Report Overview - *Kathi Mantell, Nisivoccia LLP*

IV. Superintendent Report – *Brett Charleston*

- Student Representative Report - *Sara White*

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

VI. 2016-2017 Upcoming Committee Meetings

- | | |
|--|---------------|
| • Curriculum, Instruction, and Special Services | March 6, 2017 |
| • Policy | March 6, 2017 |
| • Personnel, Management, and Community Relations | March 7, 2017 |
| • Finance, Facilities, and Athletics | March 7, 2017 |

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

VIII. Approval of Minutes: February 6, 2017

Motion by:	Second by:	Roll Call Vote:
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Mr. Sam Ciresi	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmanski	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

IX. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS
Committee Report of February 14, 2017 - Dr. Richard Thumann, Chair

- PMC-166-17 Acceptance of Resignations
- PMC-167-17 Approval to Rescind Appointment - 2016-2017 School Year (PMC-161-17)
- PMC-168-17 Approval of Appointments - 2016-2017 School Year
- PMC-169-17 Approval to Amend Medical Leave of Absence - 2016-2017 School Year (PMC-158-17)
- PMC-170-17 Approval of Job Description
- PMC-171-17 Approval of Personnel for Sporting Event Coverage - 2016-2017 School Year
- PMC-172-17 Approval of District Mentors for the 2016-2017 School Year
- PMC-173-17 Approval of District Substitutes - 2016-2017 School Year

Motion by:	Second by:	Roll Call Vote:
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Mr. Sam Cirese	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmani	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

RESOLUTION NO. PMC-166-17
ACCEPTANCE OF RESIGNATIONS

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

NAME	POSITION	EFFECTIVE DATE
Golkin, Alexandra	.4 Speech Therapist North Boulevard Elementary School	3/10/2017
Mancuso, Robert	Permanent Substitute Pequannock Township High School	2/17/2017
Testa, Matthew	Assistant Boys Lacrosse Coach Pequannock Township High School	2/21/2017

RESOLUTION NO. PMC-167-17
APPROVAL TO RESCIND APPOINTMENT - 2016-2017 SCHOOL YEAR (PMC-161-17)

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to rescind 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
Friedman, Julie	Assistant Track Coach - Spring Pequannock Township High School	2/7/2017-6/30/2017	Step 1, \$3,250	

*denotes new item on agenda
bold print denotes changes

RESOLUTION NO. PMC-168-17**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
Blossfeld, Donna	Student Assistant - Spring Season Pequannock Valley Middle School	3/3/2017-6/30/2017	\$1,000	
Friedman, Julie	Head Track Coach Pequannock Township High School	3/3/2017-6/30-2017	Step 1, \$3,936	
Kapit, Alexander	Head Track Coach Pequannock Valley Middle School	3/3/2017-6/30-2017	Step 1, \$3,527	
Geissel, Alan	Volunteer - Boys Lacrosse Pequannock Township High School	3/3/2017 - 6/30/2017	N/A	
Kopp, Edward	Weight Room - Spring Season Pequannock Township High School	3/3/2017 - 6/30/2017	\$1,122	
Kopp, Edward	Volunteer - Boys Tennis - Spring Season Pequannock Township High School	3/3/2017 - 6/30/2017	N/A	
Thimmel, Jessica	Assistant Track Coach - Spring Season Pequannock Township High School	3/3/2017-6/30/2017	Step 1, \$3,250	

RESOLUTION NO. PMC-169-17**APPROVAL TO AMEND MEDICAL LEAVE OF ABSENCE - 2016-2017 SCHOOL YEAR**

WHEREAS, Jennifer Aug (“Aug”) was previously granted a maternity disability leave and a child-rearing leave in connection with the anticipated delivery of her child on or around March 29, 2017; and

WHEREAS, Aug gave birth to her child on February 22, 2017.

NOW THEREFORE BE IT RESOLVED that Aug’s maternity disability leave shall be revised to extend from February 22, 2017 through March 15, 2017. During this time, Aug will use four weeks of leave under the federal Family Medical Leave Act (“FMLA”). Aug will also, at her request, use 15 days of accumulated sick leave for which she will receive compensation.

BE IT FURTHER RESOLVED that Aug’s statutory child-rearing leave shall be revised to extend from March 16, 2017 through June 8, 2017. During this time, Aug shall use her remaining eight weeks of FMLA leave, concurrently with twelve weeks of leave under the New Jersey Family Leave Act (the “NJFLA”). This leave shall be provided without pay but with a continuation of medical benefits.

BE IT FURTHER RESOLVED that Aug’s anticipated return to work date shall be Friday, June 9, 2017.

RESOLUTION NO. PMC-170-16
APPROVAL OF JOB DESCRIPTION

RESOLVED, that the Pequannock Township Board of Education, upon the recommendation of the Superintendent, approves the following new job description, *as per attached*:

Jazz Band Advisor

RESOLUTION NO. PMC-171-17
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

Donna Blossfeld	Janelle Heise	Brian Kneebone
Rita Phillips	Kathryn Shumeyko	Mary Shumeyko
Darren Spezio	Cathy Warren	

Pequannock Township High School

Keith Brady	Kim Buscher	Greg Caufield	
Dave Claeys	Janet Congleton	Jeff DeBell	Marcia Dimetrosky
Amanda Dooley	Dylan Evans	Rhett Eveland	Marlene Grant
Ken Hellyer	Tamra Troast Holzi	Chris Kirkland	Frank Klump
Angela Kohle	Ben Kohle	Ed Kopp	Jackie Massaro
Robert Mulato	Catherine Pascarella	Bryan Rescigno	Darren Spezio

*denotes new item on agenda
bold print denotes changes

RESOLUTION NO. PMC-172-17**APPROVAL OF DISTRICT MENTORS FOR THE 2016-2017 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following teacher as part of the Provisional Teacher Program and mentor as assigned for the 2016-2017 school year. Further, payroll deductions are to be made in installments to satisfy total mentoring fees of \$550.00 for Traditional Route Teachers holding a CEAS.

MENTEE	TYPE/CERTIFICATE	MENTOR	SCHOOL
Tamar Tavori	Standard/Informal	Kimberly Buscher	Hillview
Victoria Sabatino	CEAS/Formal	Ann Marie Finnen	S.J. Gerace

RESOLUTION NO. PMC-173-17**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
Lawrence Presta	Security Guard @ \$15/hour Teacher @ \$85/day Aide @ \$68/day

CURRICULUM, INSTRUCTION AND SPECIAL SERVICES**Committee Report of February 13, 2017 - Dr. Doug Muzzio, Chair**

CIS-72-17	Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
CIS-73-17	Approval of Student Field Trips
CIS-74-17	Approval of Out-of-State Student Field Trip
CIS-75-17	Approval of Option II Early Graduation Request
CIS-76-17	Approval of Practicum Student for Placement in District
CIS-77-17	Approval of Providers for Services to Students
CIS-78-17	Approval of Services and Agencies to Provide Services to Students

Motion by:	Second by:	Roll Call Vote:
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Mr. Sam Ciresi	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmanski	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

RESOLUTION NO. CIS-72-17**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
3/13/17	R. Winning	NJ ASK/BCT Training Parsippany	\$-0-	\$10.54	n/a	\$10.54
3/13/17	A.Scelso	NJ BCT Training Parsippany	\$-0-	\$10.54	n/a	\$10.54
3/13/17	R. Hayzler	NJ ASK Training Parsippany	\$-0-	\$10.54	n/a	\$10.54

*denotes new item on agenda

bold print denotes changes

3/13/17	M. Portas	NJ ASK Training Parsippany	\$-0-	\$10.54	n/a	\$10.54
3/13/17	T. Loeffler	NJ ASK Training Parsippany	\$-0-	\$10.54	n/a	\$10.54
3/13/17	M. Reiner	NJ ASK Training Parsippany	\$-0-	\$9.45	n/a	\$9.45
3/13 - 3/15/17	P. Riffel	NJSBGA Expo Atlantic City	\$200.00	\$243.14	n/a	\$443.14
3/21/17	K. Bechtel	NJLM - Leaves of Absence in NJ Tinton Falls	\$105.00	\$39.23	n/a	\$144.23
5/1/17	T.M. Morisco	Autism NJ Transition Conf. Woodbridge	\$99.00	\$28.57	\$85.00	\$212.57
5/1/17	J. Spautz	Autism NJ Transition Conf. Woodbridge	\$99.00	n/a	\$85.00	\$184.00

RESOLUTION NO. CIS-73-17**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
5/5/17	Holmdel High School	A.Streifer	PTHS/9-12/28	Jazz Festival	\$-0-	Transportation
5/25/17	Liberty Science Center, Jersey City	C. Valero B. Biagiotti	NB/5/46	NGSS & STEM Curricula	\$17.25 Transportation Paid by HSA	n/a
5/25/17	Liberty Science Center, Jersey City	S. Martinez J. Rentas	SJG/5/48	NGSS & STEM Curricula	\$25.00 HSA \$6.00 per student	n/a
5/31/17	Liberty Science Center, Jersey City	P. Bellas M. Ruggiero	HV/5/48	NGSS & STEM Curricula	\$20.50 Transportation Paid by HSA	n/a

RESOLUTION NO. CIS-74-17**APPROVAL OF OUT-OF-STATE STUDENT FIELD TRIPS**

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

*denotes new item on agenda

bold print denotes changes

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
4/6/17	U.S. Holocaust & Memorial Museum Washington, DC	J. Cohen J. Bermudez	PTHS/11/100	National/ Global Historical Studies	\$52.00	\$170.00 Substitutes
5/18/17	Whitney Art Museum New York City	E. Ciavarella R. Eveland	PTHS/9-12/40	History and Culture	\$25.00	\$170.00 Substitutes

RESOLUTION NO. CIS-75-17
APPROVAL OF OPTION II EARLY GRADUATION REQUEST

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Option II Early Graduation request for student #192013.

RESOLUTION NO. CIS-76-17
APPROVAL OF PRACTICUM STUDENT FOR PLACEMENT IN DISTRICT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the placement of a practicum student in district for spring 2017 semester as follows:

From Clarks Summit University:

Amelia Makus, Music	Pequanock Township High School
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RESOLUTION NO. CIS-77-17
APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following providers for services to students for 2016-2017 school year:

PROVIDER	SERVICE	FEE
Children’s Hospital of Philadelphia Philadelphia, PA	Instruction in Medical Facility	\$53.84/hr.
Gloucester County Special Services, Sewell, NJ	Various itinerant special services	Rate Sheet attached

RESOLUTION NO. CIS-78-17
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 2016-2017 School Year:

STUDENT	SERVICES/AGENCIES	FEE
#3020621 #3020622	Commission for the Blind - \$1,260.00 Ea.	\$2,520.00

*denotes new item on agenda
bold print denotes changes

FINANCE, FACILITIES, AND ATHLETICS**Committee Report of February 14, 2017 - Vincent Siracusa, Chair**

FFA-112-17	Transfer of Funds for January 2017 (FFA-94-17 Revised)
FFA-113-17	Payment of Bills – February 7, 2017 to February 27, 2017
FFA-114-17	Approval of Financial Reports/Monthly Certification for January 2017
FFA-115-17	Monthly Reports from Schools and Programs for January 2017
FFA-116-17	Approval to Accept Donations to Pequannock Township School District
FFA-117-17	Approval of Settlement Agreement

Motion by:	Second by:	Roll Call Vote:
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Mr. Sam Ciresi	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmanski	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

RESOLUTION NO. FFA-112-17**TRANSFER OF FUNDS FOR JANUARY 2017 (FFA-94-17 REVISED)**

RESOLVED, that the Board of Education approves the transfer of funds within the 2016-2017 budget from January 1, 2017 through January 31, 2017, in accordance with the attached list, which shall become a part of the record.

RESOLUTION NO. FFA-113-17**PAYMENT OF BILLS – FEBRUARY 7, 2017 TO FEBRUARY 27, 2017**

RESOLVED, that the Board of Education approves the Bills List, from February 7, 2017 to February 27, 2017, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$2,088,430.53
Capital Reserve Fund 12	\$612,327.67
Capital Projects Fund 30	\$34,235.00
Food Service Fund 6x	\$46,235.71

RESOLUTION NO. FFA-114-17**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR JANUARY 2017**

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for January 2017.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2017, 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 January 2017, 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 agenda

bold print denotes changes

RESOLUTION NO. FFA-115-17

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR JANUARY 2017

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of January 2017 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-116-17

APPROVAL TO ACCEPT DONATIONS 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
\$1,000 towards purchase of varsity baseball fence	PTHS	Pequannock Baseball Grand Slam Club

RESOLUTION NO. FFA-117-17

APPROVAL OF SETTLEMENT AGREEMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, the Pequannock Township Board of Education hereby approves and accepts the Settlement Agreement Agency No.: 2017-25671 OAL Docket # EDS 02013-17, dated 2/23/17 (Student #2700026), as per attachment.

*denotes new item on agenda
bold print denotes changes

POLICY

Committee Report of February 13, 2017 - Ann Maier, Chair

P-21-17 Approval of Revised Board Regulation for First Reading

Motion by:	Second by:	Roll Call Vote:
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Mr. Sam Ciresi	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmanski	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

RESOLUTION NO. P-21-17

APPROVAL OF REVISED BOARD REGULATION FOR FIRST READING

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

MANUAL SECTION	POLICY/REGULATION
<i>Property</i>	7510R - Schedule of Fees for Facility Use

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bold print denotes changes

VII. Open to Public Any Topic

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

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:
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Mr. Sam Cirese	Mrs. Ann Maier	Dr. Douglas Muzzio
Mrs. Tiffany Osmanski	Mr. Robert Singer	Mr. Vincent Siracusa
Mr. Leonard Smith	Dr. Richard Thumann	Mrs. Kimberley Quigley

XVI. Adjournment

Motion by:	Second by:	Time:
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FUTURE PUBLIC BOARD MEETINGS

March 13, 2017 PTHS 7:00 pm *Introduction of the 2017-2018 budget for submission to county office*
 March 27, 2017 PTHS 7:00 pm

*denotes new item on agenda
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