

**PEQUANNOCK TOWNSHIP BOARD OF EDUCATION**  
**Pequanock Township High School Auditorium**  
**85 Sunset Road, Pompton Plains, NJ 07444**  
**MEETING AGENDA**  
**Monday, March 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 Pequanock 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*

IV. Superintendent Report – *Brett Charleston*

- Student Representative Report - *Ethan Blakely*
- Elementary Reconfiguration Presentation - *District Administration*

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

VI. 2016-2017 Upcoming Committee Meetings

- |  |                |
|--|----------------|
| • Curriculum, Instruction, and Special Services  | April 17, 2017 |
| • Policy   | April 17, 2017 |
| • Personnel, Management, and Community Relations | April 18, 2017 |
| • Finance, Facilities, and Athletics             | April 18, 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: March 13, 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

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

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS****Committee Report of March 21, 2017 - Dr. Richard Thumann, Chair**

PMC-185-17	Acceptance of Resignations
PMC-186-17	Approval of Medical Leave of Absence - 2016-2017 School Year
PMC-187-17	Approval of Reorganization of Aides
PMC-188-17	Approval of Revision of the 2016-2017 District Calendar
PMC-189-17	Approval of Homebound Instructors 2016-2017
PMC-190-17	Approval of District Substitutes 2016-2017

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

**RESOLUTION NO. PMC-185-17****ACCEPTANCE OF RESIGNATIONS**

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

NAME	POSITION	EFFECTIVE DATE
Mayoral, Amber	.6 Aide Stephen J. Gerace Elementary School	4/21/2017
Walsh, Catherine	Permanent Lunch Aide Hillview Elementary School	3/21/2017

**RESOLUTION NO. PMC-186-17****APPROVAL OF MEDICAL LEAVE OF ABSENCE 2016-2017 SCHOOL YEAR**

RESOLVED that Kathryn Sullivan (“Sullivan”) be granted a maternity disability leave from May 15, 2017 through June 20, 2017. During this time, Sullivan will use 26 days of accumulated sick leave and 5.5 weeks of leave under the Family Medical Leave Act (“FMLA”). She will also receive compensation for the Memorial Day holiday.

RESOLVED that Sullivan be granted a child-rearing leave under the FMLA and the New Jersey Family Leave Act (“NJFLA”) from September 5, 2017 through October 13, 2017. During this leave, which shall be without pay but with a continuation of medical benefits, Sullivan will use 6 additional weeks of FMLA leave, together with 6 weeks of leave under the NJFLA

RESOLVED that pursuant to her request Sullivan’s anticipated return to work date shall be October 16, 2017.

**RESOLUTION NO. PMC-187-17****APPROVAL OF REORGANIZATION OF AIDES**

WHEREAS, there are currently twenty full time aides employed by the Pequannock Township Board of Education (hereinafter referred to as the “Board”) during the 2016-2017 school year who provide services under various aide job titles;

\*denotes new item on agenda

**bold print denotes changes**

WHEREAS, classified students are in need of the services of paraprofessionals to provide ABA services and other duties related to the student's disability on a full-time basis; and

WHEREAS, to improve the delivery of educational services to students, the Board desires to reorganize the aides in the Pequannock Township School District (hereinafter referred to as the "District") and hire individuals for specific aide positions to provide the duties contained in the specific job description for the respective position for the 2017-2018 school year;

BE IT RESOLVED that the positions held by the twenty full-time aides shall be abolished, effective the 2017-2018 school year;

BE IT FURTHER RESOLVED that the position of Special Education Aide – SNAPP/SNAPP 2 Program be abolished, effective the 2017-2018 school year;

BE IT FURTHER RESOLVED that the Board creates sixteen Paraprofessional – ABA/COMMUNITY INCLUSION Aide positions, effective the 2017-2018 school year, and approves the job description for the positions of Paraprofessional – ABA/COMMUNITY INCLUSION Aide.

BE IT FURTHER RESOLVED that the District shall advertise for the sixteen Paraprofessional – ABA/COMMUNITY INCLUSION Aide positions and shall conduct interviews of qualified candidates; and

BE IT FURTHER RESOLVED that the employment rights of the twenty full-time aides whose positions have been abolished, effective the 2017-2018 school year, shall be determined on the basis of inverse order of seniority within their classification after the Paraprofessional – ABA/COMMUNITY INCLUSION Aides positions have been filled.

**RESOLUTION NO. PMC-188-17**

**APPROVAL OF REVISION OF THE 2016-2017 DISTRICT CALENDAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the revision of the 2016-2017 District Calendar as follows:

- On Friday, June 2, 2017, all district schools will be closed as a result of an unused emergency school closing day.

**RESOLUTION NO. PMC-189-17**

**APPROVAL OF HOMEBOUND INSTRUCTORS 2016-2017**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointments of the following personnel for Homebound Instruction for the 2016-2017 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

Name
Bobbi Jo Murphy

**RESOLUTION NO. PMC-190-17**

**APPROVAL OF DISTRICT SUBSTITUTES 2016-2017**

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

Name
Bruno Mayoria, Teacher

**CURRICULUM, INSTRUCTION AND SPECIAL SERVICES**

\*denotes new item on agenda

**bold print denotes changes**

**Committee Reports of March 6 & 20, 2017 - Dr. Doug Muzzio, Chair**

CIS-83-17 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses  
 CIS-84-17 Approval of Student Field Trips  
 CIS-85-17 Approval of Appointment of Surrogate Parent Coordinator  
 CIS-86-17 Approval of Providers for Services to Students

Motion by:	Second by:	Roll Call Vote:
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

**RESOLUTION NO. CIS-83-17****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
Online	A.Somers	Behavioral Analysis of Linguistic Structure	\$39.00	n/a	n/a	\$39.00
Online	A.Somers	Instructional Technique and Recent Research	\$30.00	n/a	n/a	\$30.00
Online	A.Somers	Relational Frame Theory & Behav. Flexibility	\$26.00	n/a	n/a	\$26.00
3/28/17	P. Riffel	Fujitsu Electrical Diagnostics South Plainfield	\$99.00	n/a	n/a	\$99.00

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**bold print denotes changes**

3/28/17	H. Andersen	Fujitsu Electrical Diagnostics South Plainfield	\$99.00	n/a	n/a	\$99.00
4/7/17	K. Brady	NJCPA Accounting Educators Iselin	\$-0-	\$-0-	\$85.00	\$85.00
5/15/17	J. Heise	NJMEA Music Technology Expo New Brunswick	\$-0-	\$31.56	\$85.00	\$116.56

**RESOLUTION NO. CIS-84-17****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
5/9/17	Farmstead Estates Ringwood	M.A. Ochner J. Stringer M. Brucchieri	SJG/K/61	Science Curricula	\$13.84	n/a
5/11/17	Farmstead Estates Ringwood	A. Meyers P. Sedran	HV/K/39	Science Curricula	\$13.00	n/a
5/12/17	Farmstead Estates Ringwood	S. Shizas S. Hubner	NB/K/43	Science Curricula	\$12.78	n/a

**RESOLUTION NO. CIS-85-17****APPROVAL OF APPOINTMENT OF SURROGATE PARENT COORDINATOR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of Dr. Rosalie Winning, Assistant Superintendent, as Surrogate Parent Coordinator in accordance with N.J.A.C. 6A:14-2.2 and Policy 2467.

**RESOLUTION NO. CIS-86-17****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
Cumberland Therapy SVCS, LLC 318 West Adams Chicago, IL 60606	Physical Therapy	\$87.00/hr.

\*denotes new item on agenda

**bold print denotes changes**

**FINANCE, FACILITIES, AND ATHLETICS**

**Committee Report of March 21, 2017 - Vincent Siracusa, Chair**

- FFA-128-17 Payment of Bills – March 14, 2017 to March 27, 2017
- FFA-129-17 Approval of Financial Reports/Monthly Certification for February 2017
- FFA-130-17 Monthly Reports from Schools and Programs for February 2017
- FFA-131-17 Approval of Joint Transportation Agreement with Educational Services Commission of Morris County for 2017-2018
- FFA-132-17 Appointment of Representative to Educational Services Commission of Morris County for 2016-2017
- FFA-133-17 Approval to Accept Donations to Pequannock Township School District

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-128-17**

**PAYMENT OF BILLS – MARCH 14, 2017 TO MARCH 27, 2017**

RESOLVED, that the Board of Education approves the Bills List, from March 14, 2017 to March 27, 2017, submitted by the School Business Administrator/Board Secretary, as attached:

<b>FUND</b>	<b>AMOUNT</b>
General Funds 10, 20, 40	\$1,818,556.88
Capital Projects Fund 30	\$244,815.00
Food Service Fund 6x	\$0.00

**RESOLUTION NO. FFA-129-17**

**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR FEBRUARY 2017**

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

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of February 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 February 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-130-17****MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR FEBRUARY 2017**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of February 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-131-17****APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY FOR 2017-2018**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a joint transportation agreement with the Educational Services Commission of Morris County for the 2017-2018 school year (see attachment).

**RESOLUTION NO. FFA-132-17****APPOINTMENT OF REPRESENTATIVE TO EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY FOR 2016-2017**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Robert Singer as representative to the Educational Services Commission of Morris County for the 2016-2017 school year.

**RESOLUTION NO. FFA-133-17****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.

<b>DONATION</b>	<b>TO</b>	<b>DONATED BY</b>
Sonor Drum Set Value \$350	Pequannock Valley Middle School	Gregg and Anna Lucianin
120 Indoor Golf Balls Value \$112	PTHS	PTHS Golf Parents Assoc.

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**bold print denotes changes**



**POLICY****Committee Report of March 20, 2017 - Ann Maier, Chair**

P-23-17 Approval of New and Revised Board Policies and Regulations for First Reading

Motion by:	Second by:	Roll Call Vote:
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-23-17****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:

<b>MANUAL SECTION</b>	<b>POLICY/REGULATION(R)</b>
<b><i>Program</i></b>	2110 - Mission Statement
	2460 & 2460R - Special Education
	2460.1R - Special Education - Location, Identification, and Referral
	2460.8R - Special Education - Free and Appropriate Public Education
	2460.9R - Special Education - Transition From Early Intervention Programs to Preschool Programs
	2460.15R Special Education - In-Service Training Needs for Professional and Paraprofessional Staff
	2460.16R Special Education - Instructional Material To Blind or Print-Disabled Students
	2467 - Surrogate Parents and Foster Parents
<b><i>Students</i></b>	5120 - Assignment of Students and Attendance Area Plan
<b><i>Operations</i></b>	8130 - Organizational Plan

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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

**RESOLUTION NO. OB-09-17**  
**APPROVAL OF HIB INVESTIGATION DECISIONS**

RESOLVED, that the Pequannock Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in the following HIB Investigations and directs the Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

<b>INVESTIGATION NO.</b>
PTHS-06-17
SJG-04-17

Motion by:	Second by:	Roll Call Vote:
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

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:	Voice Vote:	Time:
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XVI. Adjournment

Motion by:	Second by:	Voice Vote:	Time:
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**FUTURE PUBLIC BOARD MEETINGS**

April 10, 2017 PTHS 7:00 pm  
 April 24, 2017 PTHS 7:00 pm Public Budget Hearing

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**bold print denotes changes**