

PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Pequannock Township High School Auditorium
85 Sunset Road, Pompton Plains, NJ 07444
MEETING AGENDA
Monday, October 23, 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*

IV. Superintendent Report – *Brett Charleston*

- Student Representative Report - *Abby Pownall*
- Student and Staff Recognitions

V. 2017-2018 Upcoming Committee Meetings

- | | |
|--|-------------------|
| • Curriculum, Instruction, and Special Services | November 20, 2017 |
| • Policy | November 20, 2017 |
| • Personnel, Management, and Community Relations | November 21, 2017 |
| • Finance, Facilities, and Athletics | November 21, 2017 |

VI. 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.

VII. Approval of Minutes: October 10, 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

VIII. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS
Committee Report of October 17, 2017 - Dr. Richard Thumann, Chair

- PMC-79-18 Approval of Medical Leave of Absence - 2017-2018 School Year
- PMC-80-18 Approval of Appointment - 2017-2018 School Year
- PMC-81-18 Approval to Rescind Interscholastic Sports Stipend Positions - 2017-2018 School Year (PMC-292-17)
- PMC-82-18 Approval of Interscholastic Sports Stipend Positions - 2017-2018 School Year
- PMC-83-18 Approval of Coaches - 2017-2018 School Year
- PMC-84-18 Approval of District Substitutes - 2017-2018 School Year
- PMC-85-18 Approval to Submit NJ QSAC Statement of Assurance - School Year 2017-2018
- PMC-86-18 Approval of ABA Aide Optional Summer Training Sidebar Letter of Agreement Between the Pequannock Township Education Association and the Pequannock Township Board of Education

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. PMC-79-18
APPROVAL OF MEDICAL LEAVE OF ABSENCE - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for Employee #2342, whose name is on file in the Superintendent’s office, for the period of September 20, 2017 through on or about March 19, 2018, using 97 accumulated sick days and 19 days unpaid, returning to work on or about Tuesday, March 20, 2018, with continuation of benefits.

RESOLUTION NO. PMC-80-18
APPROVAL OF APPOINTMENT - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the 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 and results from post-offer physical and drug-test:**

NAME	ASSIGNMENT	EFFECTIVE DATES	SALARY
Hamill, Elaine <i>Replacement for Barbara Carbone</i>	LTS .7 Special Education Aide North Boulevard Elementary School	November 1, 2017 - On or about March 16, 2018	Step 1 \$12,261 Not benefit eligible

*denotes new item on the agenda
bold print denotes change

RESOLUTION NO. PMC-81-18

APPROVAL TO RESCIND INTERSCHOLASTIC SPORTS STIPEND POSITIONS - 2017-2018 SCHOOL YEAR (PMC-292-17)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to rescind the appointment of the following district personnel as coaches for the 2017-2018 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

WINTER, 2017

NAME	ASSIGNMENT	SCHOOL	SALARY
Zummo, Michael	Assistant Boys Basketball	Pequannock Township High School	Step 3, \$3,905

RESOLUTION NO. PMC-82-18

APPROVAL OF INTERSCHOLASTIC SPORTS STIPEND POSITIONS - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following district personnel as coaches for the 2017-2018 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

WINTER, 2017

NAME	ASSIGNMENT	SCHOOL	SALARY
Jones, Brielle	Assistant Girls Basketball	Pequannock Township High School	Step 1, \$3,210

RESOLUTION NO. PMC-83-18

APPROVAL OF COACHES - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following out of district personnel as coaches for the 2017-2018 school year, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria:

SPRING, 2018

NAME	ASSIGNMENT	SCHOOL	SALARY
Thimmel, Jessica	Assistant Track Coach	Pequannock Township High School	Step 2, \$3,527

RESOLUTION NO. PMC-84-18

APPROVAL OF DISTRICT SUBSTITUTES - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following district substitutes for the 2017-2018 school year at the approved rate for each category:

<u>NAME</u>
Roseane Gullone - Teacher, Aide
Deena Kozak - Teacher, Aide
Carley Snack - Teacher, Aide

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RESOLUTION NO. PMC-85-18

APPROVAL TO SUBMIT NJ QSAC STATEMENT OF ASSURANCE - SCHOOL YEAR 2017-2018

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the submission of the NJ Quality Single Accountability Continuum Statement of Assurance for School Year 2017-2018 to the NJ Department of Education.

RESOLUTION NO. PMC-86-18

APPROVAL OF ABA AIDE OPTIONAL SUMMER TRAINING SIDEBAR LETTER OF AGREEMENT BETWEEN THE PEQUANNOCK TOWNSHIP EDUCATION ASSOCIATION AND THE PEQUANNOCK TOWNSHIP BOARD OF EDUCATION

WHEREAS, the Board and the Association are parties to a Collective Negotiations Agreement for the period of July 1, 2016 to June 30, 2019 (the "Agreement"); and

WHEREAS, the Association filed a grievance with the Board on behalf of Association paraprofessional members requesting compensation for the paraprofessionals' attendance at optional Applied Behavior Analysis ("ABA"), Crisis Prevention Institute ("CPI"), and Cardiopulmonary Resuscitation ("CPR") training provided during the 2017 summer recess; and

WHEREAS, there exists a past practice in the District of compensating paraprofessionals for attendance at mandatory summer training, which is distinguishable from optional training offered to satisfy the job requirements of a newly-created position.

NOW, THEREFORE, based upon the foregoing promises and covenants contained herein, the parties agree as follows:

1. The Board and the Association agree that the Association paraprofessional members who attended the optional 2017 summer ABA / CPR / CPI training shall receive \$100 per day for each day of training they attended during the 2017 summer recess.
2. The Board and the Association agree that this Sidebar Agreement shall only be applied to the Association paraprofessional members who attended the optional 2017 summer ABA / CPR/ CPI training.
3. The Board and the Association agree that by entering into this Sidebar Agreement, neither party is adjudged to have violated any law or provision of the Agreement.
4. The Association agrees that this Sidebar Agreement and its terms shall not have any precedential value, and further agrees that the Sidebar Agreement and its terms shall not be introduced in any grievance, arbitration, or other litigation by any other party to this Sidebar Agreement, nor shall it be used for the purpose of establishing a past practice, and shall not be used for the purpose of attempting to induce the Board to compensate non-certificated staff members at their hourly rate for attendance at future optional summer training sessions. It is understood that the District's current past practice will continue to govern compensation for attendance at mandatory summer trainings.
5. All of the terms and conditions of the parties' Agreement shall remain in full force and effect.

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CURRICULUM, INSTRUCTION AND SPECIAL SERVICES
Committee Report of October 16, 2017 - Dr. Doug Muzzio, Chair

- CIS-29-18 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
 CIS-30-18 Approval of Student Field Trip
 CIS-31-18 Approval of Title I Tutoring Program and Facilitators
 CIS-32-18 Approval of CPR Training of Staff

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-29-18
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
2/8/17	M. Ruggiero	Try Engineering NJIT, Newark	\$-0-	\$20.60	\$95.00	\$115.60
2/8/17	C. Valero	Try Engineering NJIT, Newark	\$-0-	\$10.00	\$95.00	\$105.00
2/8/17	J. Rentas	Try Engineering NJIT, Newark	\$-0-	\$12.40	\$95.00	\$107.40
2/8/17	K. Flanagan	Try Engineering NJIT, Newark	\$-0-	\$-0-	n/a	\$-0-
2/8/17	L. Diglio	Try Engineering NJIT, Newark	\$-0-	\$8.06	\$95.00	\$103.06
2/8/17	K. Kopacz	Try Engineering NJIT, Newark	\$-0-	\$12.71	\$95.00	\$107.71
2/8/17	R. Locketell	Try Engineering NJIT, Newark	\$-0-	\$4.77	\$95.00	\$99.77

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2/8/17	B. Rescigno	Try Engineering NJIT, Newark	\$-0-	\$14.2	\$95.00	\$109.20
2/8/17	P. Kobliska	Try Engineering NJIT, Newark	\$-0-	\$9.92	n/a	\$9.92
10/25/17	J. Murin	Yoga & Mindfulness for Kids Parsippany	\$219.00	\$9.49	\$95.00	\$323.49
11/1/17	D. Carr	Echoes & Reflection Morristown	\$-0-	\$-0-	n/a	\$-0-
11/7/17	D. Rodriguez	AP Workshop New York	\$225.00	\$51.86	\$95.00	\$371.86

RESOLUTION NO. CIS-30-18
APPROVAL OF STUDENT FIELD TRIP

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

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
10/25/17	Hillview School	S. Quagliana	PV/7/16	Resource English	\$-0-	\$-0-
11/13, 12/18/17, 1/11, 2/15, 3/8, 4/19, 5/17/18	Cedar Crest Pompton Plains	L. LaTempa	NB/4/15	School Ambassadors	\$-0-	Transportation
12/8/17	Randolph Twp. High School	M. Bouroult	PTHS/9-12/12	Athletics Leadership	\$-0-	\$-0-

RESOLUTION NO. CIS-31-18
APPROVAL OF TITLE I TUTORING PROGRAM AND FACILITATORS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Title I Tutoring Program and Facilitators for the 2017-2018 school year to take place at Pequannock Township High School during unit lunch, and Pequannock Valley School, Hillview School, and S.J. Gerace School before or after regular school hours, at \$30 per 30 minute session/\$25 per 25 minute session for Language Arts and Math. Funding for this program is provided through Every Student Succeeds Act (ESSA) Title I funds.

<u>NAMES</u>		
Roberta Espie	Michele Johnson	Marissa Coiro
Lindsay Corbett	Kristie Rogers	

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RESOLUTION NO. CIS-32-18
APPROVAL OF CPR TRAINING OF STAFF

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the CPR training of staff as an in-service workshop to be performed by Jacqueline Griffith with payment in the amount of \$92 as per PTEA Agreement Article 32.A.6.n.

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FINANCE, FACILITIES, AND ATHLETICS

Committee Report of October 17, 2017 - Vincent Siracusa, Chair

- FFA-36-18 Transfer of Funds for August 2017
- FFA-37-18 Payment of Bills – October 11, 2017 to October 23, 2017
- FFA-38-18 Approval of Financial Reports/Monthly Certification for August 2017
- FFA-39-18 Monthly Reports from Schools and Programs for August 2017
- FFA-40-18 Approval to Accept Donation to the Pequannock Township School District
- FFA-41-18 Approval of Operating Agreement with CEA School
- FFA-42-18 Approval of Contract - Purchase of Groundskeeping Equipment
- FFA-43-18 Approval of Distribution of Gate Receipts for 2017 Home Football Games

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

RESOLUTION NO. FFA-36-18
TRANSFER OF FUNDS FOR AUGUST 2017

RESOLVED, that the Board of Education approves the transfer of funds within the 2017-2018 budget from August 1, 2017 through August 31, 2017, in accordance with the attached list, which shall become a part of the record.

RESOLUTION NO. FFA-37-18
PAYMENT OF BILLS – OCTOBER 11, 2017 TO OCTOBER 23, 2017

RESOLVED, that the Board of Education approves the Bills List, from October 11, 2017 to October 23, 2017, submitted by the School Business Administrator/Board Secretary, as attached:

FUND		AMOUNT
General	Funds 10, 20, 40	\$2,096,407.24
Capital Projects	Fund 30	\$184,601.80
Food Service	Fund 6x	\$39,063.05

RESOLUTION NO. FFA-38-18
APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR AUGUST 2017

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

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

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RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of August 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.

RESOLUTION NO. FFA-39-18

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR AUGUST 2017

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of August 2017 for the High School Activities Account, the High School Interscholastic Athletic Account; and the Pequannock Valley School Student Activities Account.

RESOLUTION NO. FFA-40-18

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
Duffel Bags for New Varsity Players Value \$350	PTHS	Pequannock Soccer Association

RESOLUTION NO. FFA-41-18

APPROVAL OF OPERATING AGREEMENT WITH CEA SCHOOL

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves an operating agreement between the Center for Educational Advancement (CEA) and the Pequannock Township Board of Education, effective July 1, 2018 through June 30, 2019, in the amount of \$100,000, pending approval by the Department of Education.

RESOLUTION NO. FFA-42-18

APPROVAL OF CONTRACT - PURCHASE OF GROUNDSKEEPING EQUIPMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the purchase of a Ventrac 3400 Series Tractor with snow and synthetic sports turf accessories under the MRESC CO-OP #65 MCESCCPS from Wilfred MacDonald, Inc. at a total cost of \$34,961.88.

RESOLUTION NO. FFA-43-18

APPROVAL OF DISTRIBUTION OF GATE RECEIPTS FOR 2017 HOME FOOTBALL GAMES

RESOLVED that the Board of Education authorizes the following groups to collect and manage the gate receipts and concession stand for all 2017 football games; and

BE IT FURTHER RESOLVED that all receipts, net of food costs at the concession stands, be deposited into the Student Activities Account; and

BE IT FURTHER RESOLVED that the Band Parents Association shall be reimbursed 40% of the net proceeds; the Football Parents Association shall be reimbursed 40% of the net proceeds; and the Student Council shall receive 20% of the net proceeds.

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POLICY

Committee Report of October 16, 2017 - Ann Maier, Chair

X. 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 and sign in before you begin.

X. Old Business

RESOLUTION NO. OB-02-18
APPROVAL OF HIB INVESTIGATION DECISION

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.

INVESTIGATION NO.
SJG-01-18

XI. 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, 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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XIII. Adjournment

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

November 13, 2017	PTHS	7:00 pm
November 27, 2017	PTHS	7:00 pm

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