

PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Pequannock Township High School
85 Sunset Road, Pompton Plains, NJ 07444
[n.b. Public access via an online platform will also be provided]
WORKSHOP MEETING AGENDA
Monday, April 12, 2021
7:00 P.M.

- I. Call to Order
- II. Statement of Compliance – Open Public Meetings 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 Cirese | Ms. Megan Dempsey | Mrs. Danielle Esposito |
| Mr. Timothy Gitin | Mr. Gregory MacSweeney | Mr. Brian Senyk |
| Mr. Leonard Smith | Mrs. Cara Shenton | Mr. Joseph Blumert |

FLAG SALUTE

- III. President’s Report - Mr. Joseph Blumert
- IV. Superintendent’s Report - Mr. Michael Portas
 - Student Representative Report - Francesca Dygos & Raine Osmanski
 - Student Recognition - Girl Scout Silver Award Recipients
 - Elementary Data Presentation - Ms. Michele Bernardino
- V. School Business Administrator’s Report - Ms. Sallyann McCarty
- 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. Please state your name and sign in before you begin.

VII. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mrs. Cara Shenton, Chair

- PMC-162-21 Rescind Approval of the Collective Bargaining Agreement between the Pequannock Township Board of Education and the Pequannock Township Principals and Supervisors Association (PMC-148-21)
- PMC-163-21 Approval and Ratification of the Memorandum of Agreement between the Pequannock Township Board of Education and the Pequannock Township Principals and Supervisors Association
- PMC-164-21 Acceptance of Reports - 2020-2021 School Year
- PMC-165-21 Approval of Appointment - 2020-2021 School Year
- PMC-166-21 Approval to Amend Additional Period Assignment - 2020-2021 School Year (PMC-40-21)
- PMC-167-21 Approval of Additional Period Assignments - 2020-2021 School Year
- PMC-168-21 Approval to Amend Medical Leave of Absence - 2020-2021 School Year (PMC-144-21)67
- PMC-169-21 Approval of Personnel for Sporting Event Coverage - 2020-2021 School Year

| | | |
|-------------------|------------------------|------------------------|
| Motion by: | Second by: | Roll Call Vote: |
| Mr. Sam Ciresi | Ms. Megan Dempsey | Mrs. Danielle Esposito |
| Mr. Timothy Gitin | Mr. Gregory MacSweeney | Mr. Brian Senyk |
| Mr. Leonard Smith | Mrs. Cara Shenton | Mr. Joseph Blumert |

RESOLUTION NO. PMC-162-21

RESCIND APPROVAL OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE PEQUANNOCK TOWNSHIP BOARD OF EDUCATION AND THE PEQUANNOCK TOWNSHIP PRINCIPALS AND SUPERVISORS ASSOCIATION (PMC-148-21)

RESOLVED, that the Board of Education rescinds the approval of the Collective Bargaining Agreement between the Pequannock Township Board of Education and the Pequannock Township Principals and Supervisors Association, approved on March 22, 2021.

RESOLUTION NO. PMC-163-21

APPROVAL AND RATIFICATION OF THE MEMORANDUM OF AGREEMENT BETWEEN THE PEQUANNOCK TOWNSHIP BOARD OF EDUCATION AND THE PEQUANNOCK TOWNSHIP PRINCIPALS AND SUPERVISORS ASSOCIATION

RESOLVED, the Board of Education, upon the recommendation of the Negotiations’ Committee, approves the Memorandum of Agreement and Salary Guides between the Board and the Pequannock Township Principals and Supervisors Association for the period July 1, 2019 to June 30, 2023.

RESOLUTION NO. PMC-164-21

ACCEPTANCE OF REPORTS

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

- Enrollment Report
- Suspension Report

*denotes new item on the agenda
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RESOLUTION NO. PMC-165-21
APPROVAL OF APPOINTMENT - 2020-2021 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointments 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 as per Policies 3160 & 4160:

| NAME | POSITION | EFFECTIVE DATES | SALARY |
|-----------------|--|---------------------|-----------------------|
| Arnold, William | Technical Director - Spring Musical Pequannock Township High School | 2/15/2021-6/30/2021 | \$1,030 (prorated) |

RESOLUTION NO. PMC-166-21
APPROVAL TO AMEND ADDITIONAL PERIOD ASSIGNMENT - 2020-2021 SCHOOL YEAR (PMC-40-21)

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to amend the following personnel for additional period assignment/supervisory duty for the 2020-2021 school year, prorated, as per Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

| NAME | SCHOOL | FREQUENCY | SUBJECT | EFFECTIVE DATES | SALARY |
|----------------|--------------------------|--------------------------------------|----------------|---------------------------|-------------------|
| Goodson, Julia | Pequannock Valley School | 5 days/week 60 minutes/day | World Language | 9/1/2020-6/30/2021 | \$5,021.46 |

RESOLUTION NO. PMC-167-21
APPROVAL OF ADDITIONAL PERIOD ASSIGNMENTS - 2020-2021 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel for additional period assignments/supervisory duty for the 2020-2021 school year, prorated, as per Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

| NAME | SCHOOL | FREQUENCY | SUBJECT | EFFECTIVE DATES | SALARY |
|------------------|--------------------------|-------------------------------|----------------|---------------------|------------|
| Bottino, Jean | Pequannock Valley School | 5 days/week 60 minutes/day | ESL | 4/12/2021-6/30/2021 | \$2,085.77 |
| Crefeld, Michele | Pequannock Valley School | 5 days/week 60 minutes/day | World Language | 4/12/2021-6/30/2021 | \$2,085.77 |

RESOLUTION NO. PMC-168-21
APPROVAL TO AMEND MEDICAL LEAVE OF ABSENCE - 2020-2021 SCHOOL YEAR (PMC-144-21)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to amend a medical leave of absence for Employee #1306 beginning January 26, 2021 through on or about April 30, 2021, using forty-six (67) accumulated sick days, returning to work on or about **May 3, 2021**.

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RESOLUTION NO. PMC-169-21

APPROVAL OF PERSONNEL FOR SPORTING EVENT COVERAGE - 2020-2021 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 Fall, Winter and Spring seasons for the 2020-2021 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 \$69.01 per event:

Pequannock Valley School

| NAME | |
|-------------------|----------------------------|
| Luppino, Kimberly | Rogers, Kristie |
| McGee, Caitlin | Shumeyko, Mary |
| Phillips, Rita | Shumeyko-Evanchik, Kathryn |

*denotes new item on the agenda
bold print denotes change

CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

Mrs. Danielle Esposito, Chair

- CIS-65-21 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-66-21 Approval of Providers for Services to Students 2020-2021

RESOLUTION NO. CIS-65-21

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 development 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; and

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:

| DATES | EMPLOYEE | CONFERENCE/ WORKSHOP LOCATION | REGISTRATION | TRAVEL | SUB COST | ESTIMATED TOTAL EXPENSE |
|--------------|-----------------|--|---------------------|---------------|-----------------|--|
| 4/16/21 | L. Habermas | NJABA 2021 Conference Virtual | \$175.00 | N/A | N/A | \$175.00 |

RESOLUTION NO. CIS-66-21

APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS 2020-2021

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following providers for services to students for the 2020-2021 School Year:

| PROVIDER | SERVICE | FEE |
|---|------------------|-----------------------------------|
| Preferred Home Health Care & Nursing 669 River Drive Elmwood Park, NJ 07407 | Nursing Services | \$54.00/hr. LPN \$60.00/hr. RN |

*denotes new item on the agenda
bold print denotes change

FINANCE, FACILITIES, AND ATHLETICS

Mr. Brian Senyk, Chair

- FFA-126-21 Approval of Energy Savings Plan
- FFA-127-21 Approval to Acquire and Finance Energy Savings Plan

| | | |
|-------------------|------------------------|------------------------|
| Motion by: | Second by: | Roll Call Vote: |
| Mr. Sam Ciresi | Ms. Megan Dempsey | Mrs. Danielle Esposito |
| Mr. Timothy Gitin | Mr. Gregory MacSweeney | Mr. Brian Senyk |
| Mr. Leonard Smith | Mrs. Cara Shenton | Mr. Joseph Blumert |

RESOLUTION NO. FFA-126-21
APPROVAL OF ENERGY SAVINGS PLAN

WHEREAS The Board of Education of the Township of Pequannock in the County of Morris, New Jersey (the “Board of Education” or the “School District”) had energy audits of its school facilities conducted in accordance with the Board of Public Utilities Local Government Energy Audit Grant Program and thereafter determined to consider the adoption and implementation of an energy savings improvement program pursuant to N.J.S.A. 18A:18A-4.6 and to seek the assistance of an energy services company through competitive contracting pursuant to N.J.S.A. 18A:18A-4.6(b)(1) and N.J.S.A. 18A:18A-4.1 *et seq.* for assistance with the development and implementation of an energy savings plan; and

WHEREAS this Board of Education advertised on May 1, 2020 for receipt proposals by June 19, 2020 through competitive contracting in accordance with N.J.S.A. 18A:18A-4.1 *et seq.* to select an Energy Services Company to help prepare an energy savings plan with the intent to later enter into a contract to implement energy conservation measures selected by the Board of Education and described in the plan; and

WHEREAS, after receipt and review of proposals, this Board of Education selected Honeywell International, Inc. (“Honeywell”) as its Energy Services Company to assist the Board of Education with its energy savings program in accordance with the requirements of the competitive contracting process set forth in N.J.S.A. 18A:18A-4.1 *et seq.*; and

WHEREAS Honeywell has worked with the representatives of the Board of Education to develop an energy savings plan and has presented the proposed plan to this Board of Education; and

WHEREAS this Board of Education hired the Whitman Company, a qualified independent third party (the “Verification Agent”), to verify that the projected energy savings to be realized from the proposed program has been calculated as required by law, the Verification Agent has issued its report to this effect, the report and proposed plan have been submitted to the Board of Public Utilities for review and the Board of Public Utilities approved the proposed plan on January 15, 2021; and

WHEREAS, after reviewing the proposed plan, this Board of Education has determined that the energy savings generated from reduced energy use from the Energy Conservation Measures set forth in the Energy Savings Plan will be sufficient to cover the cost of the program’s Energy Conservation Measures and that it is in the best interest of the School District to approve, adopt and implement the Energy Savings Plan for the School District pursuant to N.J.S.A. 18A:18A-4.6; now therefore,

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:

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bold print denotes change

Section 1. The Energy Savings Plan submitted by Honeywell and developed with the professional staff of this Board of Education, to be dated the date of adoption of this resolution or as otherwise determined by the Business Administrator/Board Secretary of this Board of Education (the “Energy Savings Plan”), is hereby approved and adopted as the Energy Savings Plan of this School District.

Section 2. The Business Administrator/Board Secretary is hereby directed to arrange to have the Energy Savings Plan submitted to the Board of Public Utilities for posting on its web site and shall post the Energy Savings Plan on this School District’s Website in accordance with N.J.S.A. 18A:18A-4.6(c)(3). Additional action of this Board of Education will be required for approval of a contract with Honeywell for implementation of the Energy Savings Plan or parts of it and the energy conservation measures to be undertaken and approval of a guaranty offered by Honeywell.

Section 3. This resolution shall take effect immediately.

RESOLUTION NO. FFA-127-21

APPROVAL TO ACQUIRE AND TO FINANCE CERTAIN ENERGY CONSERVATION MEASURES AND EQUIPMENT BY MEANS OF A LEASE PURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING \$5,300,000, AUTHORIZING THE ADVERTISEMENT FOR BIDS TO FINANCE THE ENERGY CONSERVATION MEASURES AND EQUIPMENT, DELEGATING THE AUTHORITY TO AWARD THE BID, AUTHORIZING THE EXECUTION OF THE LEASE PURCHASE AGREEMENT AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION

WHEREAS, The Board of Education of the Township of Pequannock in the County of Morris, New Jersey (the "School District") is a political subdivision created by law, and the Board of Education (the “Board of Education”) of the School District is charged by law with the responsibility of providing a system of public education within the School District over which it has jurisdiction and has the authority to provide Energy Conservation Measures and Equipment for the School District and financing for it in accordance with the Energy Savings Improvement Program Law, N.J.S.A. 18A:18A-4.6, and as otherwise permitted and authorized by law; and

WHEREAS this Board of Education had energy audits of its school facilities conducted in accordance with the Board of Public Utilities Local Government Energy Audit Grant Program and thereafter determined to consider the adoption and implementation of an energy savings improvement program pursuant to N.J.S.A. 18A:18A-4.6 and to seek the assistance of an energy services company through competitive contracting pursuant to N.J.S.A. 18A:18A-4.6(b)(1) and N.J.S.A. 18A:18A-4.1 *et seq.* for assistance with the development and implementation of an energy savings plan; and

WHEREAS this Board of Education advertised on May 1, 2020 for receipt of proposals by June 19, 2020 through competitive contracting in accordance with N.J.S.A. 18A:18A-4.1 *et seq.* to select an Energy Services Company in order to prepare an energy savings plan with the intent to later enter into a contract to implement Energy Conservation Measures selected by the Board of Education and described in the plan; and

WHEREAS after receipt and review of proposals this Board of Education selected Honeywell International, Inc. (“Honeywell”) as the Energy Services Company to assist the Board of Education with its energy savings program in accordance with the requirements of the competitive contracting process set forth in N.J.S.A. 18A:18A-4.1 *et seq.*; and

WHEREAS Honeywell has worked with the representatives of the Board of Education to develop an energy savings plan and has presented the proposed plan to this Board of Education; and

WHEREAS this Board of Education hired the Whitman Company, a qualified independent third party (the “Verification Agent”), to verify that the projected energy savings to be realized from the proposed energy savings plan has been calculated as required by law, the Verification Agent has issued its report to this effect, the report and proposed plan have been submitted to the Board of Public Utilities for review, and the Board of Public Utilities has approved the proposed plan on January 15, 2021; and

*denotes new item on the agenda

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WHEREAS, after reviewing the proposed plan, this Board of Education determined that it is in the best interest of the School District to approve and adopt the Energy Savings Plan for the School District and adopted the proposed plan; and

WHEREAS the Energy Savings Plan has been or will be posted on the Board of Education's website and submitted to the Board of Public Utilities for posting on its website; and

WHEREAS the Board of Education has determined to finance the program through a lease purchase agreement pursuant N.J.S.A. 18A:18A-4.6(c); and

WHEREAS, the Board has selected McManimon, Scotland & Baumann, LLC as special counsel (the "Special Counsel") and Phoenix Advisors as Financial Advisor (the "Financial Advisor") for the purpose of advising and assisting with the proposed lease purchase financing of the Energy Conservation Measures and Equipment; and

WHEREAS, in accordance with the procedures set forth in N.J.S.A 18A:18A-1 *et seq.* (the "Public School Contracts Law") and the regulations promulgated thereunder, the Business Administrator/Board Secretary with the assistance of the Financial Advisor and Special Counsel will develop bid specifications (the "Request for Bids") for the financing and will publish a notice of the bid as required by law, and bids will be scheduled to be returned to the Business Administrator, who, with the assistance of the Special Counsel and the Financial Advisor, will determine the lowest responsive and responsible bidder to purchase the lease purchase agreement from the Board of Education (hereinafter referred to as the "Purchaser"); and

WHEREAS, the Board desires to authorize the delegation of the award of the bid to the Business Administrator and further authorizes the Board President, the Superintendent and/or the Business Administrator, with the assistance of the Financial Advisor and Special Counsel, to prepare and to execute on behalf of the School District a lease purchase agreement and certain other documents and agreements necessary or incidental to the transactions contemplated hereby; and

WHEREAS, the Board of Education will enter into the lease purchase agreement (the "Lease") and other related documents with the Purchaser in an amount not to exceed \$5,300,000 to finance the Energy Conservation Measures and Equipment, including financing and incidental costs; now therefore

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY as follows:

Section 1. The Board of Education hereby determines to finance the Energy Conservation Measures and Equipment, including financing and incidental costs, by means of a lease purchase financing in the principal amount not to exceed \$5,300,000 pursuant to and in accordance with the requirements of N.J.S.A. 18A:4.6(c) and the Public School Contracts Law. The Superintendent, the Business Administrator/Board Secretary, the Special Counsel, the Financial Advisor and other appropriate representatives of the Board of Education (the "Professionals") are hereby authorized to prepare the necessary timetables, Request for Bids, notices and other related documents and to take other steps necessary to prepare for and to implement the proposed financing, and any such steps taken prior hereto are hereby ratified.

Section 2. The Board of Education hereby authorizes, approves and/or ratifies, as the case may be, the publication of the notice of the Request for Bids in accordance with the requirements of the Public School Contracts Law in order to prepare for the proposed transaction.

Section 3. The Business Administrator/Board Secretary is authorized to award the bid and the Lease to the lowest bidder in accordance with the Request for Bids and the bid proposals submitted to the Business Administrator/Board Secretary, which winning bid proposal will be retained on file in the Business Administrator/Board Secretary's office. The Purchaser's interest rate will be held fixed for a period of thirty (30) days or such other time frame recommended by the Financial Advisor from the date of the bid. If the closing does not occur within the fixed time frame from the date of the bid, the interest rate will be calculated in accordance with an index rate established by the Financial Advisor and set forth in the Request for Bids.

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Section 4. The Board President, the Superintendent and/or the Business Administrator/Board Secretary are hereby authorized to negotiate, execute and deliver, subject to the review of Special Counsel, the Lease, an agent or an escrow agreement, an assignment agreement, if necessary, and such other documents as may be necessary to consummate the transaction. The Board of Education authorizes the Business Administrator/Board Secretary to establish an escrow account for the deposit of the lease proceeds and to direct the deposit and investment of the lease proceeds in the escrow account for the construction period in accordance with the requirements of law. The Business Administrator/Board Secretary is also authorized to pay any agreed upon fees of the escrow agent and others necessary for the financing. The Board President and/or the Business Administrator/Board Secretary are also authorized and directed to take on behalf of the Board of Education such other actions as shall be necessary and appropriate to accomplish the lease purchase financing for the Energy Conservation Measures and Equipment in accordance with the terms of the Lease and this resolution and pursuant to the terms of the agreements and instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board of Education in respect thereto. The signatures of such officers on documents shall be deemed to create a conclusive presumption of the review of the form thereof by Special Counsel and the authorization to act on behalf of this Board of Education with respect thereto.

Section 5. The payment of rent or other monies due under the Lease shall be made only from the General Fund of the Board of Education. The obligations of the Board of Education shall not constitute indebtedness of the Board of Education, the Township of Pequannock or of any department, agency or political subdivision thereof. The Lease shall set forth the term of the Lease, the rental payments to be paid by the Board of Education in respect thereof, the dates on which such rent shall be due and payable and all other terms and conditions thereof. The Board of Education is obligated to appropriate funds to pay rent under the Lease, and such rent will not be subject to appropriation as permitted by the Energy Savings Improvement Program Law.

Section 6. The Board of Education hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of the interest portion of rent paid under the Lease, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease, if applicable. The Board of Education hereby authorizes the Business Administrator/Board Secretary to determine on behalf of the Board of Education whether the Board of Education expects to issue more than \$10,000,000 of tax-exempt obligations in the calendar year in which the lease will be issued that will count towards the limitation imposed by Section 265 of the Internal Revenue Code of 1986, as amended (the "Code") and hereby authorizes the Business Administrator/Board Secretary to act on behalf of the Board of Education to designate the lease purchase financing a "qualified tax exempt obligation" for purposes of Section 265(b)(3) of the Code, if appropriate, based on the advice of Special Counsel. The Board of Education hereby further declares its intent to issue the Lease in the expected maximum principal amount set forth herein and to use the proceeds of the Lease to pay or reimburse expenditures for the costs of the purpose for which the Lease is authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations Section 1.150-2 or any successor provisions of federal income tax law.

Section 7. The Board of Education hereby reaffirms and ratifies its determination that the energy savings generated from reduced energy use from the Energy Conservation Measures set for in the Energy Savings Plan will be sufficient to cover the cost of the program's Energy Conservation Measures and that it is in the best interest of the School District to implement the Energy Savings plan pursuant to N.J.S.A. 18A:18A-4.6, reaffirms and ratifies its approval of the Energy Savings Plan in the form submitted to and approved by the Board of Public Utilities and, subject to availability of funding, reaffirms and ratifies its approval of the contract with Honeywell for implementation of energy conservation measures under the Energy Savings Plan.

Section 8. The reference to officers of this School District herein and in actions taken by this Board of Education includes any interim, acting or successor officers holding those positions. Actions taken by an Assistant Business Administrator at the direction of the Business Administrator shall be deemed actions of the Business Administrator/Board Secretary. Any actions taken prior to the date of this resolution but authorized herein are hereby ratified and deemed to be taken pursuant to this resolution.

Section 9. This resolution shall take effect immediately.

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VIII. Workshop Discussion Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mrs. Cara Shenton, Chair

Discussion:

1. 2020-21 Calendar Update (snow days)
2. Contact Tracer Stipend
3. Language in Medical/Maternity Leaves
4. Board Goals for 2021-22
5. Reopening Plan

Approval of Action Items for the April 26, Regular Business Meeting/Public Hearing:

PMC-170-21

PMC-xxx-21 Approval of Medical Leave of Absence - 2020-2021 School Year

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CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

Mrs. Danielle Esposito, Chair

Discussion:

1. Math program

Approval of Action Items for the April 26, Regular Business Meeting/Public Hearing:

- CIS-67-21
- CIS-xx-21 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-xx-21 Approval of Student and Practicum Teacher Placements
- CIS-xx-21 Approval of Enrichment Program and Facilitators

RESOLUTION NO. CIS-xx-21

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 development 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; and

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 |
|-------------------|------------------------------|-------------------------------------|-------------------|--------|----------|-------------------------------|
| 4/28 - 4/29/21 | F. Klump | Suicide Bereavement Wksp | \$25.00 | n/a | n/a | \$25.00 |
| 6/20 - 6/25/21 | M. Frederick | Special Educ. Law Symposium | \$925.00 | n/a | n/a | \$925.00 |

RESOLUTION NO. CIS-xx-21

APPROVAL OF STUDENT AND PRACTICUM TEACHER PLACEMENTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves student and practicum teacher placements for the 2021-2022 school year as follows:

From William Paterson University:

| | |
|----------------|---------------------------------|
| - 9-12 English | Pequannock Township High School |
| - 9-12 Science | Pequannock Township High School |

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| | |
|--------------------------|--------------------------|
| - K-8 Music/Instrumental | Pequannock Valley School |
| - K-5 Elementary | North Boulevard School |
| - K-5 Elementary | North Boulevard School |

RESOLUTION NO. CIS-xx-21

APPROVAL OF ENRICHMENT PROGRAM AND FACILITATORS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to amend the Enrichment Program sessions for the 2020-2021 school year to take place at the three elementary schools before or after regular school hours on Tuesdays and Wednesdays, and instructional facilitators as listed at a salary prorated for 45 minutes based on 1/200 of the teacher's salary. Program to run October 2020 through May 2021 for Social Studies, Science, Language Arts and Math.

| NAME | BUILDING | SALARY (PRORATED) |
|--|-----------------|--------------------------|
| Alyce Zmigrodski - Math K-2 & 3-5 | NB | \$31.60 |

*denotes new item on the agenda
bold print denotes change

FINANCE, FACILITIES, AND ATHLETICS

Mr. Brian Senyk, Chair

Discussion:

1. Solar RFP evaluation
2. Bathroom RFP
3. Science lab RFP

Approval of Action Items for the April 26, Regular Business Meeting/Public Hearing:

Approval of Budgetary Action Items: (On April 26, these resolutions will be voted on at the beginning of the meeting, after the budget presentation and public comment on the budget.)

- FFA-128-21 Pequanock Township School District Adoption of the Final Budget for School Year 2021-2022 (FFA-106-21)
- FFA-xxx-21 Maximum Travel 2021-2022 (FFA-107-21)
- FFA-xxx-21 Travel and Related Expense Reimbursement 2021-2022 (FFA-108-21)
- FFA-xxx-21 Capital Reserve Account Withdrawal (FFA-109-21)
- FFA-xxx-21 Maintenance Reserve Account Withdrawal (FFA-110-21)
- FFA-xxx-21 Professional Services 2021-2022 (FFA-111-21)
- FFA-xxx-21 Approval of Pequannock Township Tax Levy Payment Schedule for the 2021-2022 School Year

RESOLUTION NO. FFA-xxx-21

PEQUANNOCK TOWNSHIP SCHOOL DISTRICT ADOPTION OF THE FINAL BUDGET FOR SCHOOL YEAR 2021-2022 (FFA-106-21)

BE IT RESOLVED by the Board of Education to approve the 2021-2022 school district budget as follows:

| | General Fund | Special Revenues | Debt Service | Total |
|-------------------------------------|---------------------|-------------------------|---------------------|--------------|
| 2021-2022 Total Expenditures | \$46,353,192 | \$1,007,126 | \$1,304,050 | \$48,664,368 |
| Less: Anticipated Revenues | \$9,216,655 | \$1,007,126 | \$343,380 | \$10,567,161 |
| Taxes to be Raised | \$37,136,537 | N/A | \$960,670 | \$38,097,207 |

AND, the Board of Education, on March 16, 2021, voted to submit to the Executive County Superintendent a Tentative Budget for SY 2021-2022 as follows:

| | General Fund | Special Revenues | Debt Service | Total |
|-------------------------------------|---------------------|-------------------------|---------------------|--------------|
| 2021-2022 Total Expenditures | \$46,353,192 | \$733,020 | \$1,304,050 | \$48,390,262 |
| Less: Anticipated Revenues | \$9,216,655 | \$733,020 | \$343,380 | \$10,293,055 |
| Taxes to be Raised | \$37,136,537 | N/A | \$960,670 | \$38,097,207 |

AND, the Tentative Budget was approved by the Executive County Superintendent

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AND, the Board of Education has now determined to modify the Tentative Budget because the Revenues from State Sources in Fund 20, \$274,106, were not included in the original motion which should have been \$1,007,126. Also, in Fund 10 Revenues from Tuition From Other LEAs Within the State were overstated by \$38,961 and revenues from Unrestricted Miscellaneous Revenues were understated by \$38,961.

BE IT RESOLVED, the Board of Education approves the modification of the Tentative Budget as follows:

| Budget Line | Description | Tentative Budget | Final Budget | Change | Explanation |
|--------------------|---------------------------------|-------------------------|---------------------|---------------|---|
| 840 | Total Grants and Entitlements | \$733,020 | \$1,007,126 | \$274,106 | State Sources left out of the tentative budget motion |
| 150 | Tuition Other LEAs Within State | \$1,119,518 | \$1,080,557 | (\$38,961) | Overstated should have been in revenue line 300 |
| 300 | Unrestricted Misc. Revenue | \$60,000 | \$98,961 | \$38,961 | Understated was shown in budget line 150 |
| TOTAL | | \$1,912,538 | \$2,186,644 | \$274,106 | |

RESOLUTION NO. FFA-xxx-21
MAXIMUM TRAVEL 2021-2022 (FFA-107-21)

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the adopted budget a maximum travel expenditure in the amount of \$110,000.00 for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 is \$110,000.00, of which, \$9,519.00 has been spent and \$1,003.00 is encumbered to date.

RESOLUTION NO. FFA-xxx-21
TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2021-2022 (FFA-108-21)

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

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BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the adopted budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$4,500.00 for all staff and board members for the 2021-2022 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

RESOLUTION NO. FFA-xxx-21
CAPITAL RESERVE ACCOUNT WITHDRAWAL (FFA-109-21)

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$1,400,000.00 for:

| PROJECT | AMOUNT |
|-------------------------------------|---------------|
| Real Estate Purchase and Renovation | \$1,400,000 |

RESOLUTION NO. FFA-xxx-21
MAINTENANCE RESERVE ACCOUNT WITHDRAWAL (FFA-110-21)

BE IT RESOLVED that the Board of Education includes in the budget a maintenance reserve withdrawal in the amount of \$650,000 for the purpose of:

| SCHOOL FACILITY | AMOUNT |
|---------------------------------|---------------|
| Pequannock Township High School | \$217,750 |
| Pequannock Valley School | \$143,000 |
| Hillview School | \$96,417 |
| North Boulevard School | \$96,417 |
| Stephen J. Gerace | \$96,416 |

RESOLUTION NO. FFA-xxx-21
PROFESSIONAL SERVICES 2021-2022 (FFA-111-21)

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3

NOW, THEREFORE, BE IT RESOLVED, that the Pequannock Township Board of Education hereby establishes the following maximums for the 2021-2022 year as follows:

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| PROFESSIONAL SERVICE | AMOUNT |
|-----------------------------|------------------|
| Legal | \$165,000 |
| Audit | \$ 49,500 |
| Physician | \$ 12,500 |
| Architect/Engineer | \$ 25,017 |
| Negotiator | \$ 15,000 |
| TOTAL | \$267,017 |

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs.

RESOLUTION NO. FFA-xxx-21
APPROVAL OF PEQUANNOCK TOWNSHIP TAX LEVY PAYMENT SCHEDULE FOR THE 2021-2022 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the School Business Administrator/Board Secretary, approves the Pequannock Township tax levy payment schedule for the 2021-2022 school year in accordance with the attached.

Approval of Action Items (Regular Business):

- FFA-xxx-21 Transfer of Funds for March 2021
- FFA-xxx-21 Payment of Bills - March 23, 2021 to April 26, 2021
- FFA-xxx-21 Approval of Financial Reports/Monthly Certification for February 2021 and March 2021
- FFA-xxx-21 Monthly Reports from Schools and Programs for February 2021 and March 2021
- FFA-xxx-21 Approval to Accept Donations to the Pequannock Township School District
- FFA-xxx-21 Declaration of Obsolete Equipment
- FFA-xxx-21 Approval of Award of Contract for Paving at Pequannock Valley School

RESOLUTION NO. FFA-xxx-21
TRANSFER OF FUNDS FOR MARCH 2021

RESOLVED, that the Board of Education approves the transfer of funds within the 2020-2021 budget from March 1, 2021 through March 31, 2021 in accordance with the attached list, which shall become a part of the record.

RESOLUTION NO. FFA-xxx-21
PAYMENT OF BILLS – MARCH 23, 2021 TO APRIL 26, 2021

RESOLVED, that the Board of Education approves the Bills List, from March 23, 2021 to April 26, 2021, submitted by the School Business Administrator/Board Secretary, as attached:

| FUND | AMOUNT |
|-------------------------------|---------------|
| General Funds 10, 20, 40 | |
| Capital Projects Fund 30 | |
| Food Service Fund 6x | |

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RESOLUTION NO. FFA-xxx-21
APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR FEBRUARY 2021 AND MARCH 2021

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for February 2021 and March 2021.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of February 2021 and March 2021, 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 2021 and March 2021, 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-xxx-21
MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR FEBRUARY 2021 AND MARCH 2021

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of February 2021 and March 2021 for the High School Activities Account, the High School Interscholastic Athletic Account; the Pequannock Valley School Student Activities Account; and Pomptonian.

RESOLUTION NO. FFA-xxx-21
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 donations to the Pequannock Township School District.

| DONATION | TO | DONATED BY |
|---|------------------|---------------------------------|
| 32 Swim Team T-Shirts Value \$288 | PTHS Swim Team | PTHS Swim Team Parent Board |
| Neck Gaiters Value \$280 | PTHS Baseball | PTHS Grand Slam Club |
| 46 Books Value \$600 | District Schools | Pequannock Democratic Committee |
| Jupiter Double French Horn Value \$750 | PV | Maryrose Grimbilas |

RESOLUTION NO. FFA-xxx-21
DECLARATION OF OBSOLETE EQUIPMENT

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

RESOLUTION NO. FFA-xxx-21
APPROVAL OF AWARD OF CONTRACT FOR PAVING AT PEQUANNOCK VALLEY SCHOOL

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the award of contract for paving and drainage for the PV bus lot extension to _____ in the amount of _____ with funds available from Capital Outlay, ESCNJ State Approved Coop #65MCESCCPS, JOC Contract No. ESCNJ 18/19-66.

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POLICY

Ms. Megan Dempsey, Chair

Discussion:

Approval of Action Items for the April 26, Regular Business Meeting/Public Hearing:

P-23-21

P-xx-21 Approval of New and Revised Board Policies and Regulations for Second Reading and Adoption

RESOLUTION NO. P-xx-21

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> | 0145 - Board Member Resignation and Removal |
| <i>Administration</i> | 1642R - Earned Sick Leave Law |
| | 1643 - Family Leave |
| <i>Programs</i> | 2415 - Every Student Succeeds Act |
| | 2415.02 - Title I - Fiscal Responsibilities |
| | 2415.05 - Student Surveys, Analysis and/or Evaluations |
| | 2415.20P & 2415.20R - Every Student Succeeds Act Complaints |
| <i>Support Staff Members</i> | 4125 - Employment of Support Staff Members |
| <i>Students</i> | 5330.01P & 5330.01R - Administration of Medical Cannabis |
| <i>Finance</i> | 6360 - Political Contributions |
| <i>Property</i> | 7425P & 7425R - Lead Testing of Water in Schools |
| <i>Operations</i> | 8330 - Student Records |
| <i>Community</i> | 9713 - Recruitment By Special Interest Groups |

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bold print denotes change

IX. 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. Please state your name and sign in before you begin.

X. Old Business

XI. New Business

XII. Board Member Announcements

XIII. 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: | Roll Call Vote: | Time: |
|------------|------------|-----------------|-------|

| | | |
|-------------------|------------------------|------------------------|
| Mr. Sam Ciresi | Ms. Megan Dempsey | Mrs. Danielle Esposito |
| Mr. Timothy Gitin | Mr. Gregory MacSweeney | Mr. Brian Senyk |
| Mr. Leonard Smith | Mrs. Cara Shenton | Mr. Joseph Blumert |

XIV. Adjournment

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

| | | |
|-------------------|------------------------|------------------------|
| Mr. Sam Ciresi | Ms. Megan Dempsey | Mrs. Danielle Esposito |
| Mr. Timothy Gitin | Mr. Gregory MacSweeney | Mr. Brian Senyk |
| Mr. Leonard Smith | Mrs. Cara Shenton | Mr. Joseph Blumert |

FUTURE PUBLIC BOARD MEETINGS

| | | | |
|------------------------|--|---------|------|
| Monday, April 26, 2021 | Regular Business Meeting/Public Budget Hearing | 7:00 pm | PTHS |
| Monday, May 10, 2021 | Workshop Meeting | 7:00 pm | PTHS |

*denotes new item on the agenda
bold print denotes change