



TOWNSHIP OF PEQUANNOCK
BOARD OF EDUCATION

MEETING MINUTES
November 19, 2012

CALL TO ORDER

The November 19, 2012 Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the All Purpose Room of the North Boulevard Elementary School, 363 Boulevard, Pompton Plains, New Jersey, at 7:02 p.m. by William Sayre, Board President. The following statement of compliance with the Open Public Meetings Act was read:

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this meeting has been properly advertised in the designated newspaper, its agenda has been posted at the appropriate locations, and a copy has been filed with the Pequannock Township Clerk.

ROLL CALL

PRESENT:	John Buonomo	Joseph Cropanese
	James Farrell	Kenneth Hardaker
	Robert Lee	Kimberley Quigley
	David Swezey (left 7:50)	Matthew Teng
	William Sayre	

ALSO PRESENT: Victor P. Hayek, Superintendent of Schools;
Dr. Rosalie Winning, Assistant Superintendent;
Michael J. Donow, Interim Business Administrator/Board Secretary;
Anthony Sciarrillo, Esq., Board Attorney

Pledge of Allegiance

PRESENTATION

- North Boulevard Showcase – *Principal Ted Loeffler*

BOARD PRESIDENT REPORT

Board President – *William Sayre*

- Thanked Administration for leadership and communication during the storm

LEADERSHIP REPORTS

Superintendent of Schools – *Victor P. Hayek*

- Calendar adjustments due to the storm

- Met with representative from Cedar Crest to develop positive ways of interacting
- Completed and implemented benchmark system of testing analysis to establish specific goals
- PV Boys and Girls Soccer teams reached county tournament
- High School Boys and Girls Soccer and Field Hockey reached the quarter finals
- The PTHS Band has placed first in each competition this season
- School Choice application deadline reached with 17 applicants (14 – 9th, 2 – K, 1 – 1st)
- North Boulevard 3rd grade student, Julia Gronda, wrote a poem that was published in Young American Poetry Digest

Assistant Superintendent Report – *Dr. Rosalie Winning*

- Administration and staff training on new teacher evaluation program
- Initiatives highlighted in North Boulevard showcase are the same throughout all schools

Interim Business Administrator/Board Secretary – *Michael J. Donow*

- Reviewed routine agenda items
- Noted additional resolutions to be added by way of FFA committee report
- Budget process update

COMMITTEE REPORTS

Curriculum, Instruction, and Special Services – *David Swezey*

- Continued evolution of technology throughout district
- Technology platform review
- Discussion of minimum class size levels
- School calendar
- Special Education report

Personnel, Management, and Community Relations – *Joseph Cropanese*

- Exit conference to be optional for employees
- Reviewed several personnel matters
- School Calendar
- Reviewed agenda items
- Discussion of process for new evaluation procedures

Finance, Facilities, and Athletics – *Ken Hardaker*

- Website advertising
- Status report on district wide facility plan
- Review of Phase III of field renovations
- Discussion of permanent generator for the high school and wiring the district facilities for generators
- Continued discussion on potential projects for SJG gym and tennis court improvements
- Booster Association support of high school field

Ad-Hoc Joint Services with Township – *Victor Hayek*

- Water billing at schools now separates irrigation systems
- Phase III field improvements
- Reviewed plans for generators
- Gates at high school being widened
- Defibrillators on exteriors of buildings (District – cabinets, Township – equipment)

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 items during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President or Acting 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.

None

ACTION ITEMS

Approval of Minutes

Board Meeting	October 9, 2012
Board Meeting	October 22, 2012
Executive Session	October 22, 2012

Motion by: Buonomo	Second by: Lee	Roll Call Vote: 10/9/12 Board Meeting: 6-0-2, (Abstain: Cropanese, Hardaker); 10/22/12 Board Meeting: 8-0; 10/22/12 Executive Session: 8-0
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PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS

PMC-59-13	Approval of Appointments – 2012-2013 School Year
PMC-60-13	Approval of Personnel Transfer
PMC-61-13	Approval of District Substitutes - 2012-2013
PMC-62-13	Approval of Interscholastic Sports Stipends – 2012-2013
PMC-63-13	Approval of Termination

RESOLUTION NO. PMC-59-13

APPROVAL OF APPOINTMENTS – 2012-2013 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the appointments of the following personnel in the Pequannock Township School District:

NAME	ASSIGNMENT	EFFECTIVE DATES	ANNUAL BASE SALARY /STIPEND
Gregory Rusciano Substitute for Michelle D'Angelo	Long Term Substitute - Mathematics Pequannock Township High School	On or about 12/17/12-2/22/13	\$80.00 per diem for the first 20 days, and \$232.28 beginning on 21 st day No benefits

Erica Brown Substitute for Nancy Mугan	Long Term Substitute – Elementary/Teacher of Student with Disabilities Stephen J. Gerace	11/20/12 – 4/26/13(on or about)	\$80.00 per diem for the first 20 days, and \$232.28 beginning on 21 st day No benefits
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Motion by: Cropanese	Second by: Hardaker	Roll Call Vote: 8-0
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RESOLUTION NO. PMC-60-13

APPROVAL OF PERSONNEL TRANSFER

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel transfer:

Staff Member	From	To
Pamela Wehrer	Elementary School SNAPP/Autistic program	Pequannock High School SNAPP/autistic program effective October 23, 2012

Motion by: Cropanese	Second by: Hardaker	Roll Call Vote: 8-0
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RESOLUTION NO. PMC-61-13

APPROVAL OF DISTRICT SUBSTITUTES - 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve substitutes in the district for the 2012-2013 school year at the approved rate for the category and having met the requisite New Jersey Department of Education and District employment criteria:

- Nicole Lobosco, Substitute Teacher, Aide
- Gregory Rusciano, Substitute Teacher
- Kathleen Spring, Substitute Teaching Certificate
- Misdalio Pelaez, Substitute Custodian, \$16.00/hr. as needed

Motion by: Cropanese	Second by: Hardaker	Roll Call Vote: 8-0
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RESOLUTION NO. PMC-62-13

APPROVAL OF INTERSCHOLASTIC SPORTS STIPENDS – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following stipends for the 2012-2013 school year, contingent on a full team, having met the requisite New Jersey Department of Education and District employment criteria, unless noted.

**Interscholastic Sports Pay Guide, Pequannock Township High School
Winter Season:**

ADVISOR	ASSIGNMENT	STIPEND
Katelyn Gannon	Assistant Winter Cheerleading Coach, PTHS	\$1,880
Peter Staluppi	Assistant Wrestling Coach, PTHS	\$2,911
Erica Brown	Head Winter Cheerleading Coach, PVMS	Step 1, \$2,448
*Bob Toth	Assistant Boys Basketball Coach, PTHS	\$5,560

*Approval pending full satisfaction of requisite New Jersey Department of Education and District employment criteria

Motion by: Cropanese	Second by: Hardaker	Roll Call Vote: 8-0
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CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

CIS-32-13 Approval of Field Trips – 2012-2013
 CIS-33-13 Approval of Workshop/Conference Attendance and Reimbursement of
 Related Travel Expenses – 2012-2013

RESOLUTION NO. CIS-32-13

APPROVAL OF FIELD TRIPS – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following student field trips.

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
11/14, 12/12/12, 1/9, 2/13, 3/13, 4/10, 5/8/13	Cedar Crest	L. LaTempa	NB/4&5/20 1 chaperone	School Ambassadors for Service Learning	None	None Transportation provided by Cedar Crest
11/29/12	Mercer County Community College	E. Honig, K. Brady	PTHS/-/24	“Trade Fair” for Business Practices Class	\$6.00 Lunch	\$663.40 Transportation

Motion by: Quigley	Second by: Teng	Roll Call Vote: 8-0
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RESOLUTION NO. CIS-33-13

APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES – 2012-2013

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	Conference/Workshop Location	Registration	Travel	Sub Cost	Estimate Total Expense
11/28, 12/11/12, 1/9, 2/12, 3/4, 4/9, 5/16/13	Bonnie Munson	CBI NJ State, North Learning Resource Center, Morris Plains	\$77.00			\$77.00
11/28, 12/11/12, 1/9, 2/12, 3/4, 4/9, 5/16/13	Kim Buscher	CBI NJ State, North Learning Resource Center, Morris Plains	\$77.00	\$91.14		\$168.14
12/11/12, 1/9, 2/12, 4/9, 5/16/13	Ruth Burak	CBI NJ State, North Learning Resource Center, Morris Plains	\$55.00		\$400.00	\$455.00
11/28/12, 3/4/13	Jenna Cannestro	CBI NJ State, North Learning Resource Center, Morris Plains	\$22.00		\$160.00	\$182.00
11/30	Lillian Keating	NJ Assoc. of School Librarians, Long Branch, NJ	\$85.00	\$37.20	\$80.00	\$202.20
12/3	Diane Loil	Practical Strategies/Occupation Therapist, Newark	\$225.00			\$225.00
11/14/12	Bonnie Munson	Integrated Therapies/Preschool, Morris Plains	\$11.00			\$11.00
11/14/12	Emily Coughlin	Integrated Therapies/Preschool, Morris Plains	\$11.00			\$11.00
11/14/12	Cathy Donato	Integrated Therapies/Preschool, Morris Plains	\$11.00			\$11.00
11/14/12	Mayra Fajardo	Integrated Therapies/Preschool, Morris Plains	\$11.00	\$6.51		\$17.51
11/14/12	Beata Ligas	Integrated Therapies/Preschool, Morris Plains	\$11.00			\$11.00
11/14/12	Michele Rubino	Integrated Therapies/Preschool, Morris Plains	\$11.00	\$6.51	\$80.00	\$97.51

Motion by: Quigley	Second by: Tengi	Roll Call Vote: 8-0
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FINANCE, FACILITIES, AND ATHLETICS

FFA-69-13 Approval of Settlement Agreement
FFA-70-13 Approval of Mileage Reimbursement for Board Members

RESOLUTION NO. FFA-69-13

APPROVAL OF SETTLEMENT AGREEMENT

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the Settlement Agreement for student #207.

Motion by: Hardaker	Second by: Lee	Roll Call Vote: 8-0
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RESOLUTION NO. FFA-70-13

APPROVAL OF MILEAGE REIMBURSEMENT FOR BOARD MEMBERS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves mileage reimbursement for attendance of NJSBA State and County meetings during the 2012-2013 school year at the approved OMB rate of \$.31 per mile:

James Farrell

Kimberley Quigley

Motion by: Hardaker	Second by: Lee	Roll Call Vote: 6-0-2 (Abstain Farrell, Quigley)
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OTHER

- O-13-13 Accept HIB Incident Reports
- O-14-13 Approval of Revised School Calendar – 2012-2013

RESOLUTION NO. O-13-13

ACCEPT HIB INCIDENT REPORTS

RESOLVED, that the Board of Education accepts the Superintendent's Report of Harassment, Intimidation and Bullying Incidents (HIB) as distributed.

Motion by: Farrell	Second by: Hardaker	Roll Call Vote: 8-0
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RESOLUTION NO. O-14-13

APPROVAL OF REVISED SCHOOL CALENDAR – 2012-2013

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the revisions to the 2012-2013 School Calendar, per attached:

Motion by: Farrell	Second by: Hardaker	Roll Call Vote: 8-0
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REVIEW AGENDA ITEMS FOR DECEMBER 3, 2012 BOARD MEETING

PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS

- PMC-64-13 Approval of Appointments – 2012-2013 School Year
- PMC-65-13 Approval of Family/Medical Leave Of Absence – 2012-2013 School Year
- PMC-66-13 Approval of Personnel for Game Coverage, Winter Sports

CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

- CIS-34-13 Approval of Field Trips – 2012-2013
- CIS-35-13 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses – 2012-2013
- CIS-36-13 Approval of Before and After School Tutoring Program and Facilitators
- CIS-37-13 Approval of Out-of-District Placement, Services and Agencies to Provide Services to Students - 2012-2013
- CIS-38-13 Approval of Placement of Student/Practicum Teachers in District

FINANCE, FACILITIES, AND ATHLETICS

- FFA-71-13 Monthly Reports from Schools and Programs
- FFA-72-13 Approval of Financial Reports/Monthly Certification for October 2012
- FFA-73-13 Transfer of Funds – 2012-2013
- FFA-74-13 Payment of Bills – December 3, 2012
- FFA-75-13 Acceptance of Grant Increase – Chapter 192/193
- FFA-76-13 Approval of Parental Transportation Contract – 2012-2013

POLICY

- P-07-13 Approval of Revised Policies for Second Reading and Adoption

OTHER

- O-15-13 Accept HIB Incident Reports

New Business

None

Old Business

- Redundancy of district's network

OPEN TO PUBLIC

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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.

Louise Bingham, Cedar Crest Village

- Appreciated the Superintendent's meeting with Cedar Crest and urged continuation of good relationship

Rocco Salluce, 152 Jacksonville Road

- Teaching positions and class sizes

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 a personnel matter. Said matter will be made public upon its disposition.

The Board recessed into executive session at 8:05 pm.

Motion by: Hardaker	Second by: Lee	Roll Call Vote: 8-0
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Public Session reconvened at 8:20 pm with Vice-President Tenghi presiding.

Roll Call: Present: Buonomo, Cropanese, Farrell, Hardaker, Lee, Quigley, Tenghi
Absent: Sayre, Swezey

RESOLUTION NO. PMC-63-13

APPROVAL OF TERMINATION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, terminates the employment of employee # 0881, a lunch aide effective November 19, 2012, pursuant to the notice provision of her employment contract.

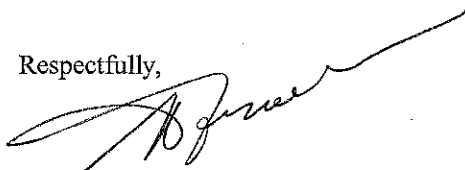
Motion by: Hardaker	Second by: Lee	Roll Call Vote: 6-1
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ADJOURNMENT

RESOLVED, that the Board of Education adjourned the Board Meeting of November 19, 2012 at 8:22 pm.

Motion by: Hardaker	Second by: Buonomo	Roll Call Vote: 8-0
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Respectfully,



Michael J. Donow
Interim Business Administrator/ Board Secretary

FUTURE PUBLIC BOARD MEETINGS

- November 26, 2012 Community Forum at 7:00 PM
- November 19, 2012 NBS
- December 3, 2012 HILLVIEW
- December 17, 2012 PTHS
- January 14, 2013 SJG
- January 28, 2013 PTHS