



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

MEETING MINUTES  
December 19, 2012

CALL TO ORDER

The December 19, 2012 Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the Auditorium of the Pequannock Township High School, 85 Sunset Road, Pompton Plains, New Jersey, at 7:00 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 (arrived: 7:14)    Matthew Tengi  
                                 William Sayre

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

Pledge of Allegiance

Moment of Silence for the Sandy Hook Elementary School Victims

PRESENTATION

- PTHS Band – *Kate Socha, Band Director*

RECOGNITION

- PTHS Band – *Frank Ingargiola, Principal & Rosalie Winning, Assistant Superintendent*

BOARD PRESIDENT REPORT

Board President – *William Sayre*

- Update on full day kindergarten options; resolution to be voted on at this meeting to accomplish implementation using a modified Option 1

## **LEADERSHIP REPORTS**

Superintendent of Schools – *Victor P. Hayek*

- District continues extensively to work to ensure a secure and safe environment with assistance of police department and all members of the administration

Assistant Superintendent Report – *Dr. Rosalie Winning*

- ESL job description
- Intra-district field trips

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

- Continued work on 2013 – 2014 budget

Student Representative – *Maggie Vineis*

- Spirit Week
- Met with Pomptonian
- Holiday concerts
- Student presidential debates
- Proud of improved PSAT scores

## **COMMITTEE REPORTS**

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

- Full day kindergarten discussions
- Technology upgrades in the schools
- Scheduling at the middle school and high school

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

- Reviewed several personnel issues
- ESL job description
- Full day kindergarten
- Need for review of process for adding a new sport or coach

Finance, Facilities, and Athletics – *Ken Hardaker*

- Technology and technology department
- Contract for parking at high school
- Proceeding with paving and parking at high school
- Appropriating FY11 Extraordinary Aid
- Math textbook disposition
- High school tennis courts
- Food services and options
- Buildings and Grounds report
- Architect's district plan and project status
- Generator for high school and portable unit for elementary schools
- Phase III of field projects

Ad-Hoc Joint Services with Township – Bill Sayre

- Met with township
- Discussed generator, student recognition, installation of defibrillator cabinets, use of facilities, and water sewer billing

**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.

Helene Zablocki, PTEA

- Family leave
- Long term sub rates

**ACTION ITEMS**

**PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS**

- PMC-66-13 Accept Resignation
- PMC-67-13 Approval of Appointments – 20-12-2013 School Year
- PMC-68-13 Approval of Elementary School Lunch Aide for the 2012-2013 School Year
- PMC-69-13 Approval of Family/Medical Leave Of Absence – 2012-2013 School Year
- PMC-70-13 Approval of Job Description
- PMC-71-13 Approval of Provisional Teachers Program and Mentors – 2012-2013
- PMC-72-13 Approval of Homebound Instruction – 2012-2013 School Year

**RESOLUTION NO. PMC-66-13**

**ACCEPT RESIGNATION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accept the resignation, effective December 1, 2012 of:

- John Cassie, Assistant Ice Hockey Coach, Pequannock Township High School

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**RESOLUTION NO. PMC-67-13**

**APPROVAL OF APPOINTMENTS – 2012-2013 SCHOOL YEAR**

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

NAME	ASSIGNMENT	EFFECTIVE DATES	ANNUAL BASE SALARY /STIPEND
Peter Lanigan Replacing J. Cassie	Assistant Ice Hockey Coach – PTHS	12/20/12 – 6/30/13	\$5196 pro-rated
Jean Bottino Substitute for Traci Cepero	Long Term Substitute – ESL Pequannock Valley Middle School	12/22/12 – 1/31/13 (Extension of Assignment)	\$232.28/day No benefits
Debra Shatynski Substitute for Christina Vivino	Long Term Substitute – Math Pequannock Valley Middle School	1/2/13 – 5/6/13 (on or about)	\$80.00 per diem for the first 20 days, and \$232.28 beginning on 21 <sup>st</sup> day No benefits
Kerianne Griffin for Heather LaCognata	Long Term Substitute – CEAS Teacher Pequannock Township High School	12/20/12-3/12/13 (on or about)	\$80.00 per diem for the first 20 days, and \$232.28 beginning on 21 <sup>st</sup> day No benefits

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**RESOLUTION NO. PMC-68-13**

**APPROVAL OF ELEMENTARY SCHOOL LUNCH AIDE FOR THE 2012-2013 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following elementary school lunch aides for the 2012-2013 school year at the rate of \$7.25 per hour.

LAST NAME	FIRST NAME	SCHOOL
McGrory	Lori	North Blvd.

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**RESOLUTION NO. PMC-69-13**

**APPROVAL OF FAMILY/MEDICAL LEAVE OF ABSENCE – 2012-2013 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the superintendent, approves the following family/medical leave of absence:

- Elissa Scillieri, Teacher, Hillview Elementary, effective on or about February 25, 2013 using 20 sick days through March 22, 2013. On or about March 25, 2013 using 19 sick days through April 29, 2013. Followed by 8 weeks in accordance with the New Jersey Family/Medical Leave Act until June 20, 2013.
- Beata Ligas, Physical Therapist, effective on or about February 4, 2013 using 13 sick days through February 20, 2013. On or about February 21, 2013 to March 25, 2013 in accordance with the Federal Medical Leave

Act. On about March 25, 2013 to June 14, 2013, in accordance the NJ Family Leave Act. Anticipated return June 17, 2013.

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**RESOLUTION NO. PMC-70-13**

**APPROVAL OF JOB DESCRIPTION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following job description for an English as a Second Language Teacher. *Per attached*

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**RESOLUTION NO. PMC-71-13**

**APPROVAL OF PROVISIONAL TEACHERS PROGRAM AND MENTORS – 2012-2013**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following teacher as part of the Provisional Teacher Program and mentor as assigned for the 2012-2013 school year. Further, payroll deductions are to be made from staff member to satisfy total mentoring fees of \$550.00.

Staff Member	Assignment	Mentor	School
Erica Brown	Elementary Teacher	Lauren Newton	Stephen J. Gerace

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**RESOLUTION NO. PMC-72-13**

**APPROVAL OF HOMEBOUND INSTRUCTION – 2012-2013 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointments of the following personnel for Homebound Instruction for the 2012-2013 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

Michele D'Angelo	Janet Congleton
Deborah Legregni	Susan Shuttlesworth
Lisa Warner	Adam Piccoli
Charles Crosby	Dipty Patel
Lynda Elliott	Christine Genardi

Motion by: Cropanese	Second by: Lee	Roll Call Vote: 9-0
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**FINANCE, FACILITIES, AND ATHLETICS**

FFA-81-13 Approval of the Use of State Contracts  
FFA-82-13 Approval of Parking Lot Lease

**RESOLUTION NO. FFA-81-13**

**APPROVAL OF THE USE OF STATE CONTRACTS**

RESOLVED, that the Board of Education approves the extension of the use of the State of New Jersey Cooperative Purchasing Program for the 2012-2013 school year for the following approved contract:

<b>SERVICE</b>	<b>VENDOR</b>	<b>CONTRACT #</b>
Wireless Telephone Services	Verizon Wireless	A82583

Motion by: Hardaker	Second by: Swezey	Roll Call Vote: 9-0
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**RESOLUTION NO. FFA-82-13**

**APPROVAL OF PARKING LOT LEASE**

RESOLVED, that the Board of Education approves a contract with the Pompton Valley Presbyterian Church for the lease and use of the church parking lot for a period of one year, effective January 1, 2013 in the total amount of \$2,500, in accordance with the lease agreement which shall remain on file in the Office of the Business Administrator/Board Secretary.

Motion by: Hardaker	Second by: Swezey	Roll Call Vote: 9-0
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**OTHER**

O-17-13	Accept HIB Incident Reports
O-18-13	Approval of Full Day Kindergarten – 2013-2014
O-19-13	Approval of Amendment to Inter-District School Choice Program

**RESOLUTION NO. O-17-13**

**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: Lee	Second by: Hardaker	Roll Call Vote: 9-0
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**RESOLUTION NO. O-18-13**

**APPROVAL OF FULL DAY KINDERGARTEN – 2013-2014**

WHEREAS, the Pequannock Township Board of Education has been discussing the implementation of a full day Kindergarten program for several years; and

WHEREAS, the Board, at its annual retreat in August 2012, directed the Administration to explore options for implementation of the program; and

WHEREAS, the Administration has been reporting its progress to the Board committees over the past four months and presented a formal report including various options to the full Board and the community at a Community Forum on November 26, 2012; and

WHEREAS, the Board’s committees have continued to discuss this issue during the past month;

NOW THEREFORE, BE IT RESOLVED, that the Pequannock Township Board of Education formally supports the implementation of a full day Kindergarten program and expresses its desire to have the program implemented for the 2013-14 school year; and

BE IT FURTHER RESOLVED that the Board directs the Administration to provide options for the implementation of full day Kindergarten through the budget development process utilizing variations of what was referred to as “Option 1” during the public presentation, thereby taking discussion of the other options off the table at this time with respect to their relationship to the full day Kindergarten program.

Motion by: Lee	Second by: Hardaker	Roll Call Vote: 9-0
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**REVIEW AGENDA ITEMS FOR JANUARY 14, 2013 BOARD MEETING**

**PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS**

- PMC-73-13 Approval of Appointments – 2012-2013 School Year
- PMC-74-13 Approval of Personnel for Game Coverage, Spring Sports
- PMC-75-13 Approval of Nurses to Staff Spring Sports Physicals
- PMC-76-13 Approval of District Substitutes - 2012-2013

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

- CIS-41-13 Approval of Field Trips – 2012-2013
- CIS-42-13 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses – 2012-2013
- CIS-43-13 Approval of Mileage Reimbursement for Staff
- CIS-44-13 Approval of New Curriculum and Payment to Writers
- CIS-45-13 Approval of Out-of-District Placement, Services and Agencies to Provide Services to Students - 2012-2013

**FINANCE, FACILITIES, AND ATHLETICS**

- FFA-83-13 Monthly Reports from Schools and Programs
- FFA-84-13 Approval of Financial Reports/Monthly Certification for November 2012
- FFA-85-13 Transfer of Funds – 2012-2013
- FFA-86-13 Payment of Bills – January 14, 2013
- FFA-87-13 Acceptance of Grant Increase – Chapter 192/193
- FFA-88-13 Approval to Accept Donation to Pequannock Township School District
- FFA-89-13 Authorization of Legal Fees

**POLICY**

- P-08-13 Approval of New Policy for First Reading

**OTHER**

- O-20-13 Accept HIB Incident Reports



**New Business**

- NJSBA Legislative Committee Report on School Funding – discussion: resolution to be placed on the January 14, 2013 agenda
- Inquiry about letter prepared by Board Counsel concerning photograph taken on school property

**Old Business**

- Discussion of State allowing amendments to the school choice application -- resolution defeated

**RESOLUTION NO. O-19-13**

**APPROVAL OF AMMENDMENT TO INTER-DISTRICT SCHOOL CHOICE PROGRAM**

RESOLVED, that the Board of Education approves the submission of an amendment to the approved 2013-2014 Inter-District School Choice program increasing the available seats at the 9<sup>th</sup> grade level from 4 to 12.

Motion by: Hardaker	Second by: Cropanese	Roll Call Vote: 4-5
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- Mr. Farrell reported on attendance at the NJSBA Annual Delegate Assembly meeting

**OPEN TO PUBLIC**

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Tom Salerno, 25 Colfax Drive

- Thanked Board for moving forward with full day kindergarten without reconfiguration
- Urged elimination of redundancy to save taxpayer dollars and to fund kindergarten
- Thanked Administration for safety efforts

Rich Dygos, 9 Van Riper

- Thanked to Board members for efforts and time
- Survey status on full day kindergarten
- Community involvement in future option consideration of building
- Process for school choice selection of students

Gary Struble, 35 Tilley Avenue

- Full day kindergarten implementation issues

Karleen Lunetta, 25 Sunset Road

- Thanked Board and staff for keeping our children safe
- Funding for full day kindergarten

Janell McGowan, 32 William Street

- Thanked Board for full day kindergarten

- Requested before-school program be looked at for implementation

Doug Troast, 17 Kimble Court

- Thanked Board for listening to town
- Effect of moving technology into the media centers

Tom Mollica, 12 Saddle Drive

- Requested updated enrollment numbers on website
- Objected to majority of Board not taking full advantage of school choice
- Commented on letter referred to earlier

**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 enter closed session to a discuss a student and legal matter. Said matter will be made public upon its disposition.

Motion by: Lee	Second by: Cropanese	Roll Call Vote: 9-0
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The Board recessed into executive session at 8:49 pm.

Public Session reconvened at 9:21 pm with President Sayre presiding.

**Roll Call:** Present: Buonomo, Cropanese, Farrell, Hardaker, Lee, Quigley, Swezey, Teng, Sayre

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

CIS-40-13 Approval of Professional Services Agreement for Homebound Instruction

**RESOLUTION NO. CIS-40-13**

**APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FOR HOMEBOUND INSTRUCTION**

RESOLVED, that the Board of Education, accept the recommendation of the Superintendent and award a professional services contract with “Innovations in Online Education” to conduct homebound instruction services as required by law, at the rate of \$40.00 per instructional hour per student, on an as needed basis, effective upon adoption of this resolution.

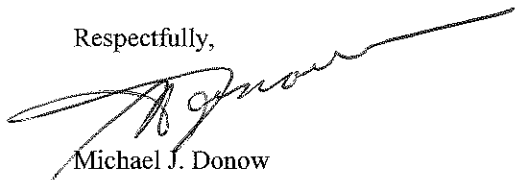
Motion by: Swezey	Second by: Hardaker	Roll Call Vote: 9-0
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**ADJOURNMENT**

RESOLVED, that the Board of Education adjourned the Board Meeting of December 19, 2012 at 9:22 pm.

Motion by: Buonomo	Second by: Hardaker	Roll Call Vote: 9-0
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Respectfully,



Michael J. Donow  
Interim Business Administrator/ Board Secretary

**FUTURE PUBLIC BOARD MEETINGS**

- January 14, 2013 SJG
- January 28, 2013 PTHS
- February 11, 2013 PVM
- February 25, 2013 PTHS
- March 11, 2013 Cedar Crest, Pompton Plains
- March 25, 2013 PTHS