



## **Pequannock Township Board of Education**

538 Newark-Pompton Turnpike  
Pompton Plains, New Jersey 07444

### **TOWNSHIP OF PEQUANNOCK BOARD OF EDUCATION**

#### **WORKSHOP MEETING October 3, 2011**

#### **CALL TO ORDER**

The October 3, 2011 Workshop Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the All Purpose Room, Stephen J. Gerace School, 59 Boulevard, Pequannock, New Jersey, at 7:00 p.m. by William Sayre, 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:	William Sayre	John Buonomo
	Robert Lee	Glen Forrest
	Angelo Stefanides	Kenneth Hardaker
	Matthew Teng	

ABSENT: Megan Hollberg, David Swezey

ALSO PRESENT: William Trusheim, Ed.D., Superintendent of Schools;  
Rosalie Winning, Assistant Superintendent;  
Victor P. Hayek, Business Administrator/Board Secretary;  
Paul Griggs, Esq., Board Attorney  
Gina Coffaro, Principal, Stephen J. Gerace School  
Stephen J. Gerace Staff

Pledge of Allegiance

**RECOGNITION – “SOLID CITIZEN AWARD”** – Dr. William Trusheim, and Dr. Gina Coffaro

Award presented to Mr. & Mrs. Smith, Mrs. Charlotte Wallace and Jennifer Quinn.

**PRESENTATION – STEPHEN J. GERACE SHOWCASE**

Dr. Gina Coffaro and Staff

## **ADMINISTRATIVE REPORTS**

President of the Board of Education- William Sayre

- Update of Field and Locker Room Project
- Update on other construction projects completed in district:
  - Stephen J. Gerace -Boiler-room
  - Pequannock Valley Middle School- Bleachers

Superintendent of Schools – William Trusheim, Ed.D.

- Thanked Stephen J. Gerace for hosting the meeting
- Discussed the Walk of Remembrance
- Discussed events held in schools for the of Week of Respect – Anti-bullying
  - Pequannock Township High School will present “Random Acts of Kindness,” HIB Training and “Teen against Bullying” presentations
  - Middle and Elementary Schools will have assemblies observing Week of Respect
- Discussed the LINKIT Program

Assistant Superintendent of Schools – Rosalie Winning

- Announced Professional Development Day is October 25, 2011

Business Administrator/Board Secretary – Victor Hayek

- Update of the Annual Audit

Student Representative - William Duffy

- Discussed Senior College Applicant night at the High School
- Discussed College Fair at the High School
- Spoke about Week of Respect events at the High School
- High School Athletic updates

## **COMMITTEE REPORTS**

Policy – *John Buonomo*

Discussed the Independent Study Policy, Academic Eligibility Policy, School Level Planning Policy, Preventative and Treatment of Concussions Policy and the HIB Policy.

Curriculum and Instruction - Will meet 10/11/11

Personnel and Management - Will meet 10/12/11

Finance and Physical Plant - Will meet 10/05/11

## **OPEN TO THE 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 agenda items only during their five minutes.

- No members of the public spoke.

**APPROVAL OF ACTION ITEMS:**

	CI- 03-12	Approval Of Out-Of-District Placements, Services, and Agencies To Provide Services For Students – 2011-2012
	PM-14-12	Approval of Stipends – 2011-2012 School Year
	FP- 22-12	Approval of Field Trips – 2011-2012
	FP- 23-12	Approval of Workshop/Conference Attendance And Reimbursement Of Related Travel Expenses – 2011-2012
<b>ADDITION -</b>	FP-32-12	Payment of Bills for On-Going Construction
<b>WITHDRAWN -</b>	P-02-12	Approval of Policy No. 2433, Academic Eligibility For Extra-Curricular Activities
	O-01-12	Approve Revised School Calendar – 2011-2012 School Year

**REVIEW OF AGENDA FOR REGULAR MEETING –  
OCTOBER 17, 2011**

**Curriculum and Instruction**

CI- 04-12	Approval of Out-of-District Placements, Services, and Agencies to Provide Services for Students – 2011-2012
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**Personnel and Management**

Revised 405-11	Approval of Family/Medical Leave of Absence – 2011-2012
Revised 046-12	Approval of Appointments
Revised 056-12	Approval of Stipends – 2011-2012 School Year
Revised 057-12	Approval of Bus Aides
PM-15-12	Approval of Family/Medical Leave of Absence – 2011-2012
PM-16-12	Approval of Appointments
PM-17-12	Approval of Stipends – 2011-2012 School Year
PM-18-12	Approval of Movement on Prior Years' Salary Guides
PM-19-12	Approval of Placements on the Salary Guides – 2011-2012
PM-20-12	Approval of Voluntary Transfer
PM-21-12	Approval of Elementary School Lunch Aides for the 2011-2012 School Year
PM-22-12	Approval of District Substitutes for the 2011-2012 School Year

**Finance and Physical Plant**

FP-24-12	Purchasing Of Telecommunications Services
FP-25-12	Approval Of Workshop/Conference Attendance And Reimbursement Of Related Travel Expenses– 2011-2012
FP-26-12	Approval Of Field Trips – 2011-2012

- FP-27-12 Monthly Reports From Schools And Programs –September 2011
- FP-28-12 Transfer of Funds – 2011-2012
- FP-29-12 Approval of Financial Reports/Monthly Certification
- FP-30-12 Payment of Bills – October 17, 2011
- FP-31-12 Approval to Accept Gifts To Pequannock Township School District

**Policy**

- P-03-12 Approval of Revised Policies for First Reading and Adoption
- P-04-12 Approval of New Policy for First Reading

**OPEN TO THE 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.

- No members of the public spoke.

**OLD BUSINESS**

- Revision of 2011-2012 Calendar

**NEW BUSINESS**

- There was no new business discussion

**CURRICULUM AND INSTRUCTION**

**RESOLUTION NO. CI-03-12**

**APPROVAL OF OUT-OF-DISTRICT PLACEMENTS, SERVICES, AND AGENCIES TO PROVIDE SERVICES FOR STUDENTS – 2011-2012**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-district placements, services, and agencies to provide services for students:

<b>STUDENT</b>	<b>PLACEMENT/SERVICES/AGENCIES</b>	<b>FEE</b>
#158	Placement: Morris County Vo-Tech Effective September 7, 2011 – June 30, 2012	\$9,116
#194	Placement: HoHoKus School of Trade Effective October 4, 2011 – June 30, 2012	\$55 per diem @ 162 days = \$8,910

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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**PERSONNEL AND MANAGEMENT**

**RESOLUTION NO. PM-14-12**

**APPROVAL OF STIPENDS – 2011-2012 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following stipends for the 2011-2012 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association and pending the requisite New Jersey Department of Education and District employment criteria.

Extra-Curricular Pay Guide, Pequannock Township High School

ADVISOR	ASSIGNMENT	STIPEND
Anthony Gabriele	Band Specialist, Fall	\$506
Anthony Gabriele	Band Specialist, Spring	\$506

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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**FINANCE AND PHYSICAL PLANT**

**RESOLUTION NO. FP-22-12**

**APPROVAL OF FIELD TRIPS – 2011-2012**

RESOLVED, that the Board of Education approves the following student field trips. All field trip destinations must be pre-approved pursuant to New Jersey State Statute 6A:23A-5.8(c)1.

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST OF BUS
10/11/11	Pathmark, Kinnelon	Kypers & Cannestro	SNAPP 3 & 4	CBI outing – Incorporate classroom learning into a generalized real life setting, shopping list, locate items in store & cashier; pay and bag	0	District

10/18/11	Abma Farms, Wyckoff	Kypers & Canestro	SNAPP 3 & 4	CBI & Transition skills to new environment, social skills and money skills	0	District
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Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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**RESOLUTION NO. FP-31-12**

**APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES – 2011-2012**

WHEREAS, the attendance at stated functions was previously approved by the Superintendent of Schools, Dr. William Trusheim, 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	Reg.	Travel	Lodging	Meals	Estimated Total Expense
10/02/12	Erin Codey	AENJ 2011, New Brunswick, NJ	\$110.00	\$10.23			\$120.23

**\*RESOLUTION NO. FP-32-12 ( Additional Agenda Item added from 10.17.12 meeting)**

**PAYMENT OF BILLS – ON-GOING CONSTRUCTION**

RESOLVED, that the Board of Education approve payment of bills as submitted and reviewed by Legacy Construction Management and Solutions Architecture for ongoing construction, as follows:

ARCO - Locker Room \$220,536.50

ARCO - Fields \$746,936.40

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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**POLICY**

**\*RESOLUTION NO. P-02-12 ( WITHDRAWN)**

**APPROVAL OF REVISED POLICY FOR FIRST READING AND ADOPTION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the revised policy listed below for first reading and adoption, *as per attached*:

BOE Manual Section:	No. - Title:
Program	2433 – Academic Eligibility for Extra-Curricular Activities

Motioned by	Seconded by	Roll Call Vote
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**OTHER**

**RESOLUTION NO. O-01-12**

**APPROVAL OF REVISED SCHOOL CALENDAR – 2011-2012 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the revised school calendar for the 2011-2012 school year wherein December 22, 2011 will be a full day of school and December 23, 2011 will be an early dismissal day, replacing the emergency closing date of September 8, 2011 due to flooding in the district.

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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**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 and Negotiation matters. Said matters will be made public upon their disposition.

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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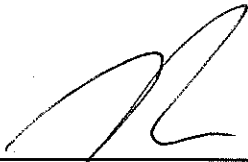
**The Board Adjourned into Executive Session at 8:18 pm**

**ADJOURNMENT**

RESOLVED, that the Board of Education adjourned the Regular Board Meeting of October 3, 2011 at 9:20 pm

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 7-0
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Respectfully,



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Victor P. Hayek  
Business Administrator/Board Secretary

VPH/dlc