



Pequannock Township Board of Education

538 Newark-Pompton Turnpike
Pompton Plains, New Jersey 07444

WORKSHOP MEETING MINUTES

Monday, November 7, 2011

CALL TO ORDER

The November 7, 2011 Workshop Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the All Purpose Room, North Boulevard School, 363 Boulevard, Pompton Plains, New Jersey 07444 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
	David Swezey	

ABSENT: Matthew Tengi

LATE ARRIVAL Megan Hollberg

ALSO PRESENT: William Trusheim, Ed.D., Superintendent of Schools;
Rosalie Winning, Assistant Superintendent;
Victor P. Hayek, Business Administrator/Board Secretary;
Anthony Sciarillo, Esq., Board Attorney

- 1. PRESENTATION- NORTH BOULEVARD SHOWCASE, Jerome Cammarata**
- 2. RECOGNITION - PROMISING PRACTICE CERTIFICATE FROM THE NATIONAL CHARACTER EDUCATION FORUM, Dr. William Trusheim
SOLID CITIZEN AWARDS, Jerome Cammarata**

3. ADMINISTRATIVE REPORTS

- A. President of the Board of Education- William Sayre
 - Thanked the staff and administration for the field dedication ceremonies
 - Board is in the process of reviewing the Use of Facilities policy
 - Discussion of paperless/electronic meetings

- B. Superintendent of Schools – William Trusheim, Ed.D.
 - Thanked North Boulevard School for hosting the Board Meeting
 - Discussed the power outage that closed North Boulevard School for one day. The make- up day will be determined at a later date
 - Thanked the Board and ad-hoc athletic committee for all their hard work on the fields
 - Congratulated the marching band for winning the State Championship. They will be competing in the nationals next week
 - Reminded the public that the district will be closed November 10th and 11th for Teacher's Convention
 - All schools will be participating in various activities to celebrate Veteran's Day

- C. Assistant Superintendent of Schools – Rosalie Winning
 - Discussed the "Math in Focus" presentation that will piloted in grades 3, 4 and 5

- D. Business Administrator/Board Secretary – Victor Hayek
 - Discussed the 2010-2011 Annual Audit

4. COMMITTEE REPORTS

- a) Curriculum and Instruction – Meeting not held
- b) Personnel and Management – Meeting not held
- c) Finance and Physical Plant – *Ken Hardaker*
 - Discussed lighting projects at the elementary schools
 - Grant writing consultant contract ended and not renewed
 - Construction Manager concluded and final payment made
 - MRESC Marketing Co-op – advertisers for district revenue
 - Reviewed sound system proposals for High School gym
 - Football Field security – 24 hr cameras discussed
 - Current year projected budget surplus to be used for LRFPP projects related to fields
 - Insurance submission for contaminated soil – first submission completed

- d) Ad Hoc Athletic – *Ken Hardaker*
 - Phase 2 district projects discussed
 - Possible financial assistance from Township for new fields

- e) Policy – *John Buonomo*
 - Superintendent Duties policy
 - Business Administrator's Position policy
 - Academic Eligibility policy
 - Send and Receive policy
 - Use of Facilities policy
 - Electronic Meetings

5. **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.

Mr. Rocco Salluce:

- FP-65-12 - final payment to contractors?
- Finance dollar amounts on agenda breakdown
- Amount of insurance submission for contaminated soil
- Is Board considering security on new fields?

6. **APPROVAL OF ACTION ITEMS:**

Finance and Physical Plant

- FP-44-12 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses – 2011-2012
- FP-65-12 Payment of Bills – On Going Construction

7. **REVIEW OF AGENDA FOR REGULAR MEETING – NOVEMBER 21, 2011**

Curriculum and Instruction

- CI- 05-12 Approval of Revised Final Curriculum
- CI-06-12 Authorization of Partial Payment for Revised Curriculum Writing
- CI-07-12 Approval of Social Studies Pilot
- CI-08-12 Approval of Math In-Focus Pilot
- CI-09-12 Approval of Family Math Program and Facilitators

Personnel and Management

- Revised PM-09-12 Approval of Stipends – 2011-2012 School Year
- Revised PM-29-12 Approval of Movement on Salary Guide
- PM-30-12 Approval of District Substitutes for the 2011-2012 School Year
- PM-31-12 Approval of Salaries – Tenured PTPSA Members - 2010-2011 and 2011-2012 School Years
- PM-32-12 Approval of Family/Medical Leave of Absence - 2011-2012 School Year
- PM-33-12 Approval of Elementary School Lunch Aides

Finance and Physical Plant

- FP-45-12 Approval of Workshop/Conference Attendance And Reimbursement Of Related Travel Expenses – 2011-2012
- FP-46-12 Approval of Field Trips – 2011-2012
- FP-47-12 Acceptance of the 2010-2011 Annual School Audit and Comprehensive Annual Financial Report
- FP-48-12 Approval of the 2011-2012 Audit Correction Plan
- FP-49-12 Approval of Submission of The District Report Of Transported Resident Students (DRTRS) – 2010--2011

FP-50-12	Approval of Submission of Debt Service Report – 2010-2011
FP-51-12	Monthly Reports From Schools and Programs –August and September, 2011
FP-52-12	Transfer of Funds – 2011-2012
FP-53-12	Approval of Financial Reports/Monthly Certification, August, 2011
FP-54-12	Approval of Financial Reports/Monthly Certification ,September, 2011
FP-55-12	Payment of Bills – November 21, 2011
FP-56-12	Approval of Transfer of Capital Reserve Fund
FP-57-12	Payment of Bills for On-Going Construction
FP-58-12	Approval of Aesop Automated Substitute Placement and Absence Management Agreement
FP-59-12	2011-2012 Joint Transportation Agreement
FP-60-12	Approval of Petty Cash Account for the Transportation Department
FP-61-12	Approval of Change Order ARCO-001
FP-62-12	Approval of Change Order ARCO-002
FP-63-12	Approval of Change Order ARCO-003
FP-64-12	Approval to Purchase from State Contracts

Policy

P-02-12	Approval of Revised Policy for First Reading and Adoption
P-05-12	Approval of New Policy for Second Reading and Adoption
P-06-12	Approval of Revised Policies for First Reading and Adoption

8. 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.

Mr. Rocco Salluce:

- Questioned teacher evaluations
- Discussed district student population and class size

Ms. Lois Marchese:

- Tutoring for students using student to student
- Standardized testing results ranking vs. state

Mr. Bruce Columbo:

- Discussed sound system for the High School Gym

Brandon Denman:

- Discussed walkway behind high school
- Questioned safety of high school parking lot

9. OLD BUSINESS

- Strategic Plan – Board Goals
- Electronic Board Meetings
- HIB - Bullying Seminars – discussion of placing on district website

10. NEW BUSINESS

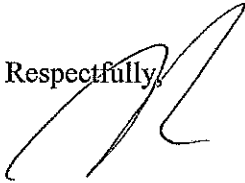
- New Ad Hoc Committees
 - Special Services Committee – resolution for 11/21/11 meeting
 - Community Relations Committee – resolution for 11/21/11 meeting
- Opportunities for Community Service for Students
- Payroll direct deposit for district staff
- Sound System for High School

ADJOURNMENT

RESOLVED, that the Board of Education adjourned the Regular Board Meeting of November 7, 2011 at 9:09 pm

Motioned by R. Lee	Seconded by M. Hollberg	Roll Call Vote 8-0
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Respectfully,



Victor P. Hayek
Business Administrator/Board Secretary

FINANCE AND PHYSICAL PLANT

RESOLUTION NO. FP-44-12

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	Estimate Total Expense
11/18/11	Charles Postas	NJAJE State Jazz Conf, NJPAC, Newark NJ	\$60.00	\$13.64			\$73.64
11/18/11	Jennifer Perez	Using Direct Instruction, Rowan University, Glassboro, NJ	\$50.00				\$50.00

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 8-0
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RESOLUTION NO. FP-65-12

PAYMENT OF BILLS – ON-GOING CONSTRUCTION

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

ARCO - Track & Field \$455,675.34 (revised total 11.7.11)
ARCO - Locker Room \$231,549.88

Motioned by K. Hardaker	Seconded by A. Stefanides	Roll Call Vote 8-0
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