



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

MEETING MINUTES  
DECEMBER 2, 2013

**CALL TO ORDER**

The December 2, 2013 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 pm 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:	James Farrell	Ann Maier
	Douglas Muzzio	Rosemary Phalon
	Kimberley Quigley	Tom Salerno
	David Swezey	Matthew Tengi (arrived 7:07 pm)
	William Sayre	

ALSO PRESENT: Victor P. Hayek, Ed.D., Superintendent of Schools  
Barbara A. Decker, Business Administrator/Board Secretary  
Isabel Machado, Esq., Board Attorney  
Matthew Reda, Student Representative

**FLAG SALUTE**

Board President Report – *William Sayre*

- Contracts for the PTPSA and PTEA have been ratified
- Dr. Muzzio will serve on the FFA Committee and Mr. Farrell will chair the Policy Committee

Superintendent Report – *Victor P. Hayek, Ed.D.*

- Notified by State of ROD grant submission for capital projects and awaiting response
- Budget preparation is in progress
- November 20<sup>th</sup> is an informational parent meeting for the Princeton Review course
- Common Core resources will be available on the website
- Emergency procedures are on the website, Facebook, and Twitter

Student Representative – *Matthew Reda*

- Beginning of the second trimester is going well
- One Act Drama is December 6
- Winter Sports begin this week
- PSAT meeting for parents being held to explain the scores
- Notification of report card grades is December 6
- Class meetings will take place on December 11

Committee Reports:

Next Meeting

Personnel, Management, and Community Relations	12/09/13
Curriculum, Instruction, and Special Services	12/04/13
Finance, Facilities, and Athletics	12/10/13
Policy	12/09/13

**Board Discussion:** Dr. Muzzio inquired about the process of capital projects. The Superintendent responded that our architect of record developed a long range facilities plan to prioritize district projects. Ten to twelve projects have been submitted to the State for grant approval such as roof, paving, and generators. The State categorizes projects by tiers and our district applied for health and safety projects.

**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. 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.

**No public comments**

**APPROVAL OF MINUTES:**

November 4, 2013      Board Meeting  
November 18, 2013    Board Meeting

Motion by: Phalon	Second by: Farrell	Roll Call Vote: 9-0
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**APPROVAL OF ACTION ITEMS:**

**PERSONNEL, MANAGEMENT AND COMMUNITY RELATIONS**

- PMC-94-14 Approval of Movement on the Salary Guides – 2013-2014
- PMC-95-14 Approval of Appointment - Title I Tutors
- PMC-96-14 Approval of Elementary School Lunch Aides for the 2013-2014 School Year
- PMC-97-14 Approval of Family/Medical Leave of Absence – 2013-2014 School Year
- PMC-98-14 Approval of District Substitutes
- PMC-99-14 Approval of Volunteer Elementary Lunch Aides
- PMC-100-14 Approval of Homebound Instructors – 2013-2014 School Year

**RESOLUTION NO. PMC-94-14**

**APPROVAL OF MOVEMENT ON THE SALARY GUIDES – 2013-2014**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the movement of the following teachers on the salary guide based upon documentation that they have earned additional graduate school credits, effective September 1, 2013.

NAME	FROM	TO
Michael Zummo	BA Step 3, \$50,055	BA+15, Step 3, \$52,055
Roberta Espie-Spezio	MA+45, Step 11, \$75,015	MA+60, Step 11, \$77,015
Christine Destefano	MA Step 5, \$56,455	MA+15, Step 5, \$58, 455
Jeryl-Ann Asaro	MA+15, Step 10, \$68,655	MA+30, Step 10, \$70,655
Emily Coughlin	MA, Step 4, \$56,255	MA+15, Step 4, \$58,255
Janelle Heise	MA+45, Step 14, \$82,595	MA+60, Step 14, \$84,595
Dipty Patel	MA, Step 7, \$60,205	MA+15, Step 7, \$62,205
Christina Occorso	MA+15, Step 7, \$62,205	MA+30, Step 7, \$64,205
Julie Budd	BA+30, Step 11, \$67,015	MA+30, Step 11, \$73,015

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. PMC-95-14**

**APPROVAL OF APPOINTMENT - TITLE I TUTORS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of the following personnel as Title I Tutors for the 2013-2014 school year at the rate of \$50.00 per hour, using Title I grant funds account #20-231-200-100-70-P/Y

NAME	SUBJECT
C. DeStefano	Language Arts

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. PMC-96-14**

**APPROVAL OF ELEMENTARY SCHOOL LUNCH AIDES FOR THE 2013-2014 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following elementary school lunch aides for the 2013-2014 school year at the rate of \$8.25 per hour (as per new law),

effective January 1, 2014, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria:

**Hillview**

Last Name	First Name
Adair	Holly
Aveta	Kelli
Blakely	Carol
Brady	Kerrie
Carmichael	Laura
Casey	Jennifer
Czubachowski	Amelia
Daly	Debbie
Florio	Kelly
Foti	Sharon
Goll	Danielle
Hawk	Carol
Howard	Cynthia
Jachera	Nancy
Klimek	Christine
Kolasa	Patricia
Lobosco	Nicole
Mann	Lori
Marcella	Joshephine
Martinus	Lisa
McHugh	Karen
Nelson	Lisa
O'Rourke	Zaida
Osmanski	Tiffany
Singer	Rob
Stelmasik	Melissa
VanDine	Kathy
Waltman	Sharon
Warden	Jennifer
Zahner	Cindy

**North Boulevard**

Last Name	First Name
Beshada	Allison
Blakely	Mary Beth
Bock	Melissa
Bulger	Erica
Cianciotto	Kerri Ann
Colicchio	Mary Lynne
Collucci	Christina
Deintinis	Dianne
Denn	Patti
Esposito	Aileen
Hinnigan	Bonnie
Irwin	Leigh
Karsen	Maureen
King	Alyssa
Longo	Jessica
Maybee	Regina
McGrory	Lorianne
McMahon	Rhiannon
Seele	Lynne
Sidoti	Karen
Siebert	Dawn
Tammaro	Nicole
Tucker	Diane
Van Riper	Evelin
Weidmann	Wendy
Weiner	Heather
Wells	Abby
Yodice	Annette

**SJG**

Last Name	First Name
Afflito	Erin
Bacich	Kim
Benevenia	Judy
Cannizzaro	Jennifer
Celletti	Beth
Deitch	Kristie
Ferrante	Annmarie
Fox	Diane
Frio	Dawn
Garcia	Nadia
Hall	Lisa
Huysers	Sue
Joyce	Carla
Kelly	Tara
Kolasa	Patricia
LaTorre	Tina
Long	Bonnie
Mackawgy	Dawn
Maizys	Suzanne
Meli	Stacey
O'Hare *	Maureen
Reitz *	Natalie
Shore	Michele
Spatucci	Christine
Sweezy	Danielle
Casano-Trautwein	Christine

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. PMC-97-14**

**APPROVAL OF FAMILY/MEDICAL LEAVE OF ABSENCE – 2013-2014 SCHOOL YEAR**

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

- Cheryl Sinopoli, Teacher, SJG, beginning on December 6, 2013, using 9 accumulated sick days ending December 18, 2013, immediately followed by 3 days of unpaid leave without benefits, returning to work on January 2, 2014.

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. PMC-98-14**

**APPROVAL OF DISTRICT SUBSTITUTES**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes in the district for the 2013-2014 school, and at the approved rate for each category, having met requisition district and state employment criteria:

- Jennifer Brancaccio
- Kyle McCourt
- Jacqueline Thimmel

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. PMC-99-14**

**APPROVAL OF VOLUNTEER ELEMENTARY LUNCH AIDES**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel as volunteer elementary lunch aides for the 2013-2014 school year, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria:

**North Boulevard**

First Name	Last Name
Kathryn	Zuccala

**Hillview**

First Name	Last Name
Anne	Moore
Carol	Angelillo

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. PMC-100-14**

**APPROVAL OF HOMEBOUND INSTRUCTORS – 2013-2014 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 2013-2014 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

First Name	Last Name
Adam	Piccoli

Motion by: Quigley	Second by: Phalon	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

- CIS-39-14      Approval of New and Revised Curriculum and Payment to Writers  
 CIS-40-14      Approval of Out-of-District Placement, Services, and Agencies to Provide Services to Students

**Board Discussion:** Mr. Salerno questioned the number of days in a trimester and if the Garage Band curriculum had run before it was approved. The Superintendent responded that there are 60 days in a trimester and he will verify if the course ran in the first trimester.

**RESOLUTION NO. CIS-39-14**

**APPROVAL OF NEW AND REVISED CURRICULUM AND PAYMENT TO WRITERS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following new and revised curriculum aligned to the common core state standards and payment to the writers as previously approved:

<b>Curriculum</b>	<b>Writer(s)</b>
ELA Grade 3 Writing (correction)	J. Rentas & A. Zmigrodski (\$267.00 each)
Garage Band 9-12	K. Socha (\$356.00)

Motion by: Farrell	Second by: Quigley	Roll Call Vote: 7-0-2 Abstain: Muzzio, Salerno
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**RESOLUTION NO. CIS-40-14**

**APPROVAL OF OUT-OF-DISTRICT PLACEMENT, SERVICES, AND AGENCIES TO PROVIDE SERVICES TO STUDENTS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-district placement, services, and agencies to provide services to students for 2013-2014 school year:

<b>STUDENT</b>	<b>PLACEMENT/SERVICES/AGENCIES</b>	<b>FEE</b>
#232	Change to Res# CIS-15-14 Chancellor Academy start 11/19/13 <b>Change in Placement</b>	\$48,056.40 to <b>\$40,064.00</b>
#241	Homebound start 11/14/13 – pending medical clearance	

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

- FFA-90-14 Monthly Reports from Schools and Programs – October 2013
- FFA-91-14 Payment of Bills – December 2, 2013
- FFA-92-14 Approval of Field Trips 2013-2014
- FFA-93-14 Approval of Overnight Trip for Collingswood Wrestling Tournament, Collingswood, NJ - January 10, 2014
- FFA-94-14 Declaration of Obsolescence – Textbooks
- FFA-95-14 Approval to Accept Donation to Pequannock Township School District
- FFA-96-14 Approval of Memorandum of Agreement between BOE and PTEA
- FFA-97-14 Approval of Memorandum of Agreement between BOE and PTPSA

**Board Discussion:** Mr. Swezey inquired what the school’s obligation is for an overnight trip. The Board Attorney responded that it is covered the same as any other trip. The parents sign permission slips and the students are covered by the district’s insurance policy provided that the trip is board approved.

**RESOLUTION NO. FFA-90-14**

**MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS – OCTOBER 2013**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of October 2013 for the Pequannock Valley School Activities Fund; and October 2013 for Pomptonian.

Motion by: Teng	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. FFA-91-14**

**PAYMENT OF BILLS – DECEMBER 2, 2013**

RESOLVED, that the Board of Education approves the bills list submitted by the Business Administrator/Board Secretary as attached:

Funds 10 - 20, & 40 - General Account	\$1,745,750.20
Fund 60 - Cafeteria Account	\$ 33,288.27
Fund 61- Elementary Lunch Program	\$ 119.60

Motion by: Teng	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. FFA-92-14**

**APPROVAL OF FIELD TRIPS – 2013-2014**

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

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
12/16/13	Hearle Village Pequannock, NJ	A. Finnen	SJG K and 5 99 Students 6 Chaperones	Holiday Performance	\$0	Transportation in the event of inclement weather



12/3/13	SJG, NBS, PVS, HV,	C. Postas	PTHS	Caroling Tour	\$0	Transportation
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Motion by: Teng	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. FFA-93-14**

**APPROVAL OF OVERNIGHT TRIP FOR COLLINGSWOOD WRESTLING TOURNAMENT, COLLINGSWOOD, NJ - JANUARY 10, 2014**

RESOLVED, that the Board of Education, approves an overnight trip for the Collingswood Wrestling Tournament in Collingswood, NJ on January 10, 2014 for 25-35 wrestlers and 6 coaches at no cost to student athletes, Booster Club assuming the cost of hotel. Transportation provided by Pequannock Township Board of Education.

Motion by: Teng	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. FFA-94-14**

**DECLARATION OF OBSOLESCENCE – TEXTBOOKS**

RESOLVED, that the Board of Education authorizes Barbara A. Decker, Business Administrator/Board Secretary, and will declare the following items to be obsolete and disposed of as deemed appropriate. (Attachment)

Motion by: Teng	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. FFA-95-14**

**APPROVAL TO ACCEPT DONATION TO PEQUANNOCK TOWNSHIP SCHOOL DISTRICT**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the following donation to the Pequannock Township School District:

ITEMS DONATED	TO	DONATED BY	ESTIMATED VALUE
15 Document Cameras	SJG	SJG HSA	\$2,625.00
Drum Kit	PTHS Jazz Band	Band Parents Association	\$750.00

Motion by: Teng	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**RESOLUTION NO. FFA-96-14**

**APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN BOE AND PTEA**

RESOLVED, that the Board of Education approves the Memorandum of Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association dated May 9, 2013 and November 12, 2013.

Motion by: Teng	Second by: Salerno	Roll Call Vote: 7-0-2 Abstain: Maier, Muzzio
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**RESOLUTION NO. FFA-97-14**

**APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN BOE AND PTPSA**

RESOLVED, that the Board of Education approves the Memorandum of Agreement between the Pequannock Township Board of Education and the Pequannock Township Principals' and Supervisors' Association dated July 20, 2013 and November 6, 2013.

Motion by: Tengi	Second by: Salerno	Roll Call Vote: 8-0-1 Abstain: Muzzio
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**OPEN TO PUBLIC**

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. 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.

Bob Friedman, 1 Atwood Avenue

- Would like to see more hot food entrees available at the high school for his freshman student

**OLD BUSINESS**

- Mr. Salerno commented on a well-done holiday concert at the high school.
- Mr. Tengi thanked those who have made donations to the district.
- Mrs. Maier commented that discussions of new positions should go through PMC before being discussed in FFA.

**NEW BUSINESS**

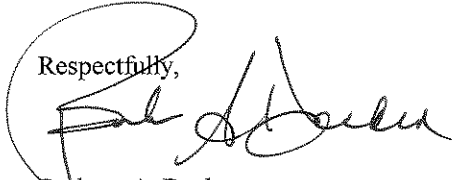
- Mr. Salerno asked the Administration to look into his concern that freshmen are being deprived of the food choices that the rest of the high school has. Mr. Reda responded to the cafeteria concern explaining that both cafeterias and food choices are open to all students and Pomptonian welcomes suggestions to improve lunch. The Superintendent commented that Pomptonian provides excellent service and responds to the district's suggestions, that our students are not being deprived and have the option to go to the cafeteria of their choice.

**ADJOURNMENT**

RESOLVED, that the Board of Education adjourned the Board Meeting of December 2, 2013 at 7:31 pm.

Motion by: Salerno	Second by: Phalon	Roll Call Vote: 9-0
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Respectfully,



Barbara A. Decker  
Business Administrator/ Board Secretary

**FUTURE PUBLIC BOARD MEETINGS**

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|-------------------|------|
| December 16, 2013 | PTHS |
| January 13, 2014  | PTHS |
| January 27, 2014  | PTHS |
| February 10, 2014 | PTHS |