



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

MEETING MINUTES  
APRIL 11, 2016

**CALL TO ORDER**

The April 11, 2016 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 7:07 pm by Kimberley Quigley, 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: Sam Ciresi James Farrell Ann Maier  
Douglas Muzzio Tom Salerno Robert Singer  
Vincent Siracusa Richard Thumann Kimberley Quigley

ALSO PRESENT: Brett Charleston, Superintendent of Schools  
Kateryna W. Bechtel, CPA, Business Administrator/Board Secretary  
Zach Lopez, Student Representative

**FLAG SALUTE**

Student Representative Report – *Zach Lopez*

- Announced that the National Honor Society Induction and the Work Language Honor Society Induction is taking place this week and congratulated all participants.
- Reported that PARCC testing began today and acknowledged the senior breakfast and the activities provided.
- Reported that on April 29 there will be two events held at PTHS: an Autism Awareness Pep Rally and the Intergenerational Prom.

Superintendent Report – *Brett Charleston*

- Announced that the public hearing on the final budget for adoption for the 2016-2017 school year will be on April 25 at 7:00 pm.
- Reminded the public that the district will be closed on May 27 and May 31 for unused emergency school closing days.
- Announced that PARCC testing began at the high school with no technology issues, thanks to the IT Department.
- Congratulated Tommy Goodwin, a PV 7<sup>th</sup> Grader, for placing in the top 20 at the State level National Geography Bee.
- Reported that student art work will be on display at Rockaway Mall for the Annual Mall Project.
- Stated that Kindergarten Registration continues for children who will be 5 years old by October 1, 2016.

2015-2016 Upcoming Committee Meetings

- Curriculum, Instruction, and Special Services April 18, 2016
- Policy April 18, 2016
- Personnel, Management, and Community Relations April 18, 2016
- Finance, Facilities, and Athletics April 20, 2016

**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. We also recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name and sign in before you begin.

None

**APPROVAL OF MINUTES**

March 28, 2016

Motion by: Ciresi	Second by: Muzzio	Roll Call Vote: 8-0-1 Abstain: Salerno
-------------------	-------------------	---

**APPROVAL OF ACTION ITEMS**

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS**

*Dr. Richard Thumann, Chair*

- PMC-336-16 Acceptance of Reports
- PMC-337-16 Acceptance of Resignation
- PMC-338-16 Approval to Amend Extra-Curricular Stipend 2015-2016 (PMC-372-15)
- PMC-339-16 Approval of Appointment
- PMC-340-16 Approval to Amend Fifth Period Assignments (PMC-165-16)
- PMC-341-16 Approval of Medical Leave of Absence 2015-2016 School Year
- PMC-342-16 Approval of Medical Leave of Absence 2015-2016 School Year
- PMC-343-16 Approval of Appointment
- PMC-344-16 Approval of Sixth Period Assignment
- PMC-345-16 Approval of Revision of the 2015-2016 District Calendar

**RESOLUTION NO. PMC-336-16**

**ACCEPTANCE OF REPORTS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the following reports:

- HIB Incident/Non-Incident Reports
- Enrollment Reports

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-337-16**

**ACCEPTANCE OF RESIGNATION**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignations of the following personnel:

NAME	POSITION	EFFECTIVE
Diane Frasco	.5 Aide PTHS	May 13, 2016
Thomas J. Kozell	Color Guard/Winter Guard Advisor PTHS	April 4, 2016

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-338-16**

**APPROVAL TO AMEND EXTRA-CURRICULAR STIPEND 2015-2016 (PMC-372-15)**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the amendment of the following stipend:

ADVISOR	ASSIGNMENT	STIPEND
Thomas J. Kozell	Winter Guard Advisor	From \$1,550.00 To \$1,205.56

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-339-16**

**APPROVAL OF APPOINTMENT**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Anthony Streifer at Pequannock Township High School, for the following co-curricular assignment, effective April 4, 2016.

ASSIGNMENT	STIPEND AMOUNT
Winter Guard Advisor	\$344.44

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-340-16**

**APPROVAL TO AMEND FIFTH PERIOD ASSIGNMENTS (PMC-165-16)**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the amendment to the fifth period assignments for the following personnel, five times per week, effective April 13, 2016 through April 29, 2016, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

NAME	SCHOOL	SUBJECT	PAY AMOUNT
Kathleen Moon	PV	English Resource	\$390.00
Kimberly Luppino	PV	English Resource	\$390.00
Christina Marks	PV	English ICS	\$390.00
James Zichelli	PV	Math ICS	\$390.00

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-341-16**

**APPROVAL OF MEDICAL LEAVE OF ABSENCE 2015-2016 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for David Hall, Art Teacher at Pequannock Township High School, using sick days beginning March 31, 2016 through April 7, 2016.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-342-16**

**APPROVAL OF MEDICAL LEAVE OF ABSENCE 2015-2016 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for David Hall, Art Teacher at Pequannock Township High School, effective April 8, 2016 through on or about May 13, 2016, unpaid, but with benefits, with a return to work date on or about May 16, 2016.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-343-16**

**APPROVAL OF APPOINTMENT**

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

NAME	ASSIGNMENT	SALARY	EFFECTIVE
Robert Mancuso <i>Long term leave replacement for David Hall</i>	Art Teacher PTHS	\$90 per diem for 20 days	4/12/2016-5/9/2016
Donna Blossfeld	Student Assistant PV	\$1,000	Spring Track Season PVS
Eric Puzio <i>Pending receipt of documentation</i>	Assistant Baseball Coach, PTHS	Step 1, \$3,210 prorated (\$1,873)	4/12/2016-5/31/2016
Laurie Iaccheo <i>Replacement for Sharon Koehler</i>	.5 Aide, PTHS	Step 1, \$17,410 prorated (\$8,705) not benefit eligible	4/12/2016-6/30/2016

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-344-16**

**APPROVAL OF SIXTH PERIOD ASSIGNMENT**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a sixth period assignment for the following personnel, five times per week, effective April 12, 2016 through on or about May 13, 2016:

NAME	SCHOOL	ASSIGNMENT	PAY AMOUNT
Rhett Eveland	PTHS	Art	\$552.00

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. PMC-345-16**

**APPROVAL OF REVISION OF THE 2015-2016 DISTRICT CALENDAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the revision of the 2015-2016 District Calendar as follows:

- On Tuesday, May 31 all district schools will be closed as a result of an unused emergency closing day.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

*James Farrell , Chair*

- CIS-96-16 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-97-16 Approval of Out-of-State Student Field Trips
- CIS-98-16 Approval of Student Field Trips
- CIS-99-16 Approval to Rescind Student Teacher Placement in District CIS-94-16

**RESOLUTION NO. CIS-96-16**

**APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES**

**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/ Board Member	Conference/Workshop Location	Registra- tion	Travel	Sub Cost	Estimated Total Expense
4/14/2016	K. Bechtel	NJASBO Green Purchasing Rockaway	\$-0-	\$14.07	n/a	\$14.07
4/29/2016	C. Cogavin	CCM Guidance Counselor Workshop, Randolph	\$-0-	\$-0-	n/a	\$-0-
5/17/2016	L. Galamb	Preschoolers & Autism Parsippany	\$219.99	\$9.42	n/a	\$229.41
5/20/2016	S. Patti	Working Memory Fairleigh Dickinson University, Madison	\$-0-	\$8.08	n/n	\$8.08

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. CIS-97-16**

**APPROVAL OF OUT-OF-STATE STUDENT FIELD TRIPS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-state student field trips:

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
5/20/2016	The Cloisters, Morgan Museum, New York Public Library New York, NY	J. Chorazy	PTHS/-/11	Impact of era and culture on literary works	\$155.36	\$85.00 Substitute
6/28/2016 - 7/3/2016	Atlanta, GA	E. Honig	PTHS/-/24	FBLA National Leadership Conference	\$823.00	\$4,613.00 Registration, Advisor Travel, Airport Transportation

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**RESOLUTION NO. CIS-98-16**

**APPROVAL OF STUDENT FIELD TRIPS**

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
6/10/2016	Ellis Island	T.Englishman S. McKenna D. VanNess	NB/3/56	Immigration & American Culture	\$26.00	\$320.00 Substitutes
4/26/2016	Fairleigh Dickinson University, Madison	B. Crocker A. Escudero R. Murek	PTHS/-/43	JA Career Success Workshop	\$-0-	\$402.70 Transportation \$85.00 Substitute
5/18/2016	PV Middle School	J. Andresen	PTHS/-/27	HOPE Peer Leaders "Stereotyping"	\$-0-	Transportation

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 9-0
--------------------	-------------------	---------------------



**RESOLUTION NO. CIS-99-16**

**APPROVAL TO RESCIND STUDENT TEACHER PLACEMENT IN DISTRICT CIS-94-16**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, rescinds the placement of the following student teacher:

STUDENT TEACHER	PLACEMENT
James Shaver, Jr., Elementary K-3	Hillview School

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 9-0
--------------------	-------------------	---------------------

**FINANCE, FACILITIES, AND ATHLETICS**

*Vincent Siracusa, Chair*

- FFA-185-16      Payment of Bills – March 29, 2016 to April 11, 2016
- FFA-186-16      Approval of Financial Reports/Monthly Certification for February 2016
- FFA-187-16      Monthly Reports from Schools and Programs for February 2016
- FFA-188-16      Approval of Award of Bid for SNAPP Classroom Conversion
- FFA-189-16      Approval to Accept Donation to the Pequannock Township School District
- FFA-190-16      Declaration of Obsolete Equipment
- FFA-191-16      Acceptance of Grant Increase Chapter 192/193
- FFA-192-16      Approval of Collaboration/Articulation Agreement with Essex Regional Educational Services Commission

Mrs. Quigley thanked the groups that made donations to the district.

**RESOLUTION NO. FFA-185-16**

**PAYMENT OF BILLS – MARCH 29, 2016 TO APRIL 11, 2016**

RESOLVED, that the Board of Education approves the Bills List, from March 29, 2016 to April 11, 2016, submitted by the Business Administrator/Board Secretary, as attached:

<b>FUND</b>	<b>AMOUNT</b>
General      Funds 10, 20, 40	\$1,900,112.17
Capital Projects Fund 30	\$1,027.50
Food Service      Fund 6x	\$23,009.07

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-186-16**

**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR FEBRUARY 2016**

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for February 2016.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of February 2016, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of February 2016, the Board Secretary's Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-187-16**

**MONTHLY REPORT FROM SCHOOLS AND PROGRAMS FOR FEBRUARY 2016**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of February 2016 for the High School Activities Account, the High School Interscholastic Athletic Account, the Pequannock Valley School Student Activities Account; and for Pomptonian Food Service.

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-188-16**

**APPROVAL OF AWARD OF BID FOR SNAPP CLASSROOM CONVERSION**

RESOLVED, that the Board of Education approves the award of bid for SNAPP Classroom Conversion at the Pequannock Township High School to Accurate Construction Inc. of Wayne, New Jersey, the lowest responsive bidder, as follows, said bid opened in the Board Office on Thursday March 24, 2016 at 1:00 pm.; and

BE IT FURTHER RESOLVED, that a copy of the bid summary shall be attached to and made a part of this record.

<b>BASE BID</b>	\$246,000.00
<b>ALTERNATE #1 ADD RTU AND A/C</b>	\$46,000.00
<b>ALTERNATE #2 REPLACE DOORS</b>	\$4,800.00

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-189-16**

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

RESOLVED, that the Board of Education, in accordance with Policy 7230 and upon recommendation of the Superintendent, accepts the following donation to the Pequannock Township School District.

<b>DONATION</b>	<b>TO</b>	<b>DONATED BY</b>
Batting Tees, Dugout Broom, Field Rake Value \$322.00	PTHS	Grand Slam Club
6 Picnic Table Tops and Bench Replacement Parts Value \$4,180.00	PVS	PV HSA

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-190-16**

**DECLARATION OF OBSOLETE EQUIPMENT**

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

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-191-16**

**ACCEPTANCE OF GRANT INCREASE CHAPTER 192/193**

RESOLVED, that the Board of Education approves an amendment to the Chapter 192/193 Non-Public School Services grant from the New Jersey Department of Education for the 2015-16 school year as follows:

<b>PROGRAM</b>	<b>ENTITLEMENT TO DATE</b>	<b>CURRENT REQUEST</b>
Supplemental Instruction (Chap 193)	\$39,727	\$594

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**RESOLUTION NO. FFA-192-16**

**APPROVAL OF COLLABORATION/ARTICULATION AGREEMENT WITH ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the attached Collaboration/Articulation Agreement with the Essex Regional Educational Services Commission in support of their application for the Stewart B. McKinney Grant for the Education of Homeless Children & Youth.

Motion by: Siracusa	Second by: Thumann	Roll Call Vote: 9-0
---------------------	--------------------	---------------------

**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. We also recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name and sign in before you begin.

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Mr. Charleston reported that the District Administration will be presenting the budget to the Home and School Associations on April 18 at 3:30 pm.

**ADJOURNMENT**

RESOLVED, that the Board of Education adjourned the meeting of April 11, 2016 at 7:20 pm.

Motion by: Salerno	Second by: Siracusa	Roll Call Vote: 9-0
--------------------	---------------------	---------------------

Respectfully,



Kateryna W. Bechtel, CPA  
Business Administrator/Board Secretary

**FUTURE PUBLIC BOARD MEETINGS**

April 25, 2016 (Public Hearing)

PTHS Auditorium at 7:00 pm