



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

MEETING MINUTES  
NOVEMBER 14, 2016

**CALL TO ORDER**

The November 14, 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, NJ 07444, at 7:06 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 Daily Record and the Suburban Trends, 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  
Richard Thumann Kimberley Quigley

ABSENT: Vincent Siracusa

ALSO PRESENT: Brett Charleston, Superintendent of Schools  
Rosalie Winning, Ed.D., Assistant Superintendent  
Kateryna W. Bechtel, CPA, School Business Administrator/Board Secretary  
Rodney T. Hara, Esq., Board Attorney  
Sara White, Student Representative

**FLAG SALUTE**

Board President Report – *Kimberley Quigley*

- Attended the Morris County School Board Meeting on school safety along with Dr. Thumann, Mr. Farrell, Mr. Charleston, and Mrs. Bechtel.

Student Representative Report – *Sara White*

- Reported that Pequannock Football won on Friday night against Newton and will go to the sectional semifinals for the third year in a row.
- Announced that Four Years and Beyond, a program for PV 8<sup>th</sup> graders, will be held this November 16 at 7:00 pm in the PTHS auditorium.

Superintendent Report – *Brett Charleston*

- Announced that the district has in place the recommendations made by the Morris County Prosecutor's Office in regard to school safety.
- Reported that the PV Veterans' Day Ceremony was outstanding, with the PV band and choir and the Boy and Girl Scouts participating.
- Encouraged all Grade 8 students to attend the Four Years and Beyond Program.

School Business Administrator Report – *Kateryna Bechtel, CPA*

- Reported that open enrollment was conducted during the month of October.

**2016-2017 UPCOMING COMMITTEE MEETINGS**

- Curriculum, Instruction, and Special Services November 21, 2016
- Policy November 21, 2016
- Personnel, Management, and Community Relations November 21, 2016
- Finance, Facilities, and Athletics November 22, 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 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. 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, municipality of residence, and, if applicable, group affiliation and sign in before you begin.

None

**APPROVAL OF MINUTES**

October 24, 2016

Motion by: Ciresi	Second by: Thumann	Roll Call Vote: 7-0-1 Abstain: Muzio to all; Maier to Executive Sessions
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**APPROVAL OF ACTION ITEMS**

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS**

*Dr. Richard Thumann, Chair*

- PMC-85-17 Acceptance of Reports
- PMC-86-17 Approval of Appointments - 2016-2017 School Year
- PMC-87-17 Approval to Amend Appointment - 2016-2017 School Year (PMC-80-17)
- PMC-88-17 Approval of Medical Leave of Absence - 2016-2017 School Year
- PMC-89-17 Approval of Medical Leave of Absence - 2016-2017 School Year
- PMC-90-17 Approval of District Substitutes - 2016-2017 School Year
- PMC-91-17 Approval of Personnel for Sporting Event Coverage - 2016-2017 School Year

**RESOLUTION NO. PMC-85-17**  
**ACCEPTANCE OF REPORTS**

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

- Enrollment Report

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. PMC-86-17**  
**APPROVAL OF APPOINTMENTS - 2016-2017 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of the following personnel in the Pequannock Township School District, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria: **(Salaries & Guide placement represent 2013-2016 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)**

NAME	ASSIGNMENT	EFFECTIVE DATES	SALARY
Pascarella, Catherine	Assistant Girls Basketball Coach Pequannock Township High School	11/15/2016-6/30/2017 Winter Season	Step 1, \$3,210
Bluestein, Renee	Lunch Aide North Boulevard Elementary School	On or about 11/16/2016-6/30/2017	\$8.38/hour As needed

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. PMC-87-17**  
**APPROVAL TO AMEND APPOINTMENTS - 2016-2017 SCHOOL YEAR (PMC-80-17)**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the amendments to the appointments of the following personnel in the Pequannock Township School District, **\*\*pending full satisfaction of requisite New Jersey Department of Education and District employment criteria: (Salaries & Guide placement represent 2013-2016 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)**

NAME	ASSIGNMENT	EFFECTIVE	SALARY	CERT/LICENSE
DeMarco, Jenna	MLSP North Boulevard Elementary School	9/13/2016-through on or about 11/30/2016	\$90.00/diem	CEAS, Elementary Education K-6

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. PMC-88-17**

**APPROVAL OF MEDICAL LEAVE OF ABSENCE - 2016-2017 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for Employee #4553 whose name is on file in the Superintendent's office from November 9, 2016 until on or about December 12, 2016, utilizing 16 accumulated sick days.

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. PMC-89-17**

**APPROVAL OF MEDICAL LEAVE OF ABSENCE - 2016-2017 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for Employee #3409 whose name is on file in the Superintendent's office from November 7, 2016 until on or about November 18, 2016, utilizing 8 accumulated sick days.

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. PMC-90-17**

**APPROVAL OF DISTRICT SUBSTITUTES - 2016-2017 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following district substitutes for the 2016-2017 school year at the approved rate for each category:

NAME	POSITION	EFFECTIVE DATE
Caroline Bennett	Teacher	10/24/16
Russell Rieger	Teacher	11/15/16

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. PMC-91-17**

**APPROVAL OF PERSONNEL FOR SPORTING EVENT COVERAGE - 2016-2017 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following personnel to fill various positions at all home sporting events such as chains, site manager, parking/crowd control/security, clock operators, ticket takers, ticket sellers, and announcers for the 2016-2017 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association (Article 32, Paragraph A6-u), at a rate of \$67.00 per event (**Salaries & Guide placement represent 2013-2016 collective bargaining agreement, pending completion of the successor collective bargaining agreement:**)

**Pequannock Valley Middle School**

NAME	Maryann Goodwin
Allen Kaye	Karin Aug
Jeff Lindsay	Kate Bionde
Donna Blossfeld	Daniel Green
Josh Danziger	Nancy Anderson
Stephanie Schroeter	Gregg Slaff
Sean Palen	Cathy Warren
Janelle Heise	Darren Spezio

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0
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**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

*James Farrell, Chair*

- CIS-35-17 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-36-17 Approval of Student Field Trips
- CIS-37-17 Approval of Out of State Student Field Trip
- CIS-38-17 Approval of Placement of Student and Practicum Teachers in District
- CIS-39-17 Approval of Title I Tutoring Program and Staff
- CIS-40-17 Approval of Out of District Placements 2016-2017

**RESOLUTION NO. CIS-35-17**

**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	EMPLOYEE	LOCATION	REGISTRATION	TRAVEL	SUB COST	TOTAL EXPENSE
11/18/16	J. Bermudez	Renaissance Collaborative Rally Burlington	\$40.00	\$5.83	\$85.00	\$130.83
11/18/16	A. Dooley	Renaissance Collaborative Rally Burlington	\$40.00	\$47.24	\$85.00	\$172.24
11/18/16	A.Scelso	Renaissance Collaborative Rally Burlington	\$40.00	n/a	n/a	\$40.00
11/30/16	A.Scelso	All Hazards Continuity Paramus OEM	\$-0-	n/a	n/a	\$-0-
12/6/16	J. Seborowski	I&RS Technical Assistance	\$145.00	\$17.42	n/a	\$162.42

		New Providence				
12/9/16	E. Scillieri	AMTNJ Conference East Windsor	\$205.00	\$37.82	n/a	\$242.82
12/13/16	M. Rubino	Tools of the Mind: Beyond the Core Rutgers	\$450.00	n/a	\$85.00	\$535.00
1/26, 1/27/17	P. Cook	Techspo '17 Atlantic City	\$425.00	\$313.68	n/a	\$738.68
1/26, 1/27/17	R. Hayzler	Techspo '17 Atlantic City	\$425.00	\$311.55	n/a	\$736.51
1/26, 1/27/17	R. Winning	Techspo '17 Atlantic City	\$425.00	\$311.82	n/a	\$736.82
2/15/17	T. Loeffler	Tools & Strategies/ Character Development Morristown	\$-0-	n/a	n/a	\$-0-
2/15/17	L. LaTempa	Tools & Strategies/ Character Development Morristown	\$-0-	n/a	n/a	\$-0-
2/28/17	T. Loeffler	Mindfulness Practices Lodi	\$139.00	\$11.16	n/a	\$150.16
3/22/17	M. Rubino	Tools of the Mind: Beyond the Core Rutgers	\$450.00	n/a	\$85.00	535.00
3/23/17	T. Loeffler	Safety Team Lodi	\$159.00	\$11.16	n/a	\$170.16

Motion by: Farrell

Second by: Muzzio

Roll Call Vote: 8-0

**RESOLUTION NO. CIS-36-17**  
**APPROVAL OF STUDENT FIELD TRIP**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following student field trip:

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
12/9/16	District Schools	J. Sayad	PTHS/9-12/39	Concert & Chamber Choir	n/a	Transportation

3/21/17	Mayo Performing Arts Center Morristown	A. Shaw J. Budd	HV/3/43	Ellis Island: Gateway to a Dream	\$8.00	\$-0-
3/21/17	Mayo Performing Arts Center Morristown	S. McKenna D. VanNess T. Englishman	NB/3/62	Ellis Island: Gateway to a Dream	\$8.00 Plus Transportation	\$-0-
3/21/17	Mayo Performing Arts Center Morristown	E. Dowd C. Rodeiro	SJG/3/42	Ellis Island: Gateway to a Dream	\$8.00 Plus Transportation	\$125 Substitute Nurse
5/24/17	Theatreworks Montclair State	D. Segedin A. Galliano D. Patel	HV/1/58	Reading Curriculum	\$9.25	\$-0-
5/24/17	Theatreworks Montclair State	T. Horgan A. Zmigrodski	NB/1/43	Reading Curriculum	\$9.25 Plus Transportation	\$-0-
5/24/17	Theatreworks Montclair State	A. Schlesinger E. Kapotes	SJG/1/38	Reading Curriculum	\$9.25 Plus Transportation	\$-0-

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. CIS-37-17**  
**APPROVAL OF OUT OF STATE STUDENT FIELD TRIP**

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

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
12/7/16	New York City New York	E. Honig G. Lipari	PTHS/-/70 5 Chaperones	Visual & Fashion Merchandising	\$20.00	Substitutes \$170.00

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. CIS-38-17**  
**APPROVAL OF PLACEMENT OF STUDENT AND PRACTICUM TEACHERS IN DISTRICT**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the placement of student and practicum teachers in district for the 2016-2017 school year, spring semester, as follows:

From Ramapo College

Samantha Oliemuller, Science/Biology	Pequannock Valley School
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From William Paterson University

Emily Taylor, Practicum K-3	North Boulevard School
Luljeta Beqiri, Practicum K-3	Hillview School

Caice Roles, English	Pequannock Township High School
Philip Hackett, Social Studies	Pequannock Township High School

From Bergen Community College

Mirela Kamili, Practicum Elementary	S. J. Gerace School
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From Fairleigh Dickinson University

Catherine Dougherty, Practicum Science	Pequannock Valley School
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Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. CIS-39-17**  
**APPROVAL OF TITLE I TUTORING PROGRAM AND STAFF**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Title I Tutoring Program to take place at Stephen J. Gerace Elementary School and Pequannock Township High School for identified students by the following tutoring staff, beginning on or about November 28, 2016, through May 31, 2017. Payment will be made at the rate of \$30.00 for a 30 minute session.

<b>PTHS</b>
Caroline Bennett

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. CIS-40-17**  
**APPROVAL OF OUT-OF-DISTRICT PLACEMENT OF STUDENTS 2016-2017**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-district placements for 2016-2017 school year:

STUDENT	PLACEMENT		FEE
#109	Change to Resolution #CIS-122-16 Fee	September-June	\$32,587.79 to <b>\$33,250.00</b>
#167	Change to Resolution #CIS-122-16 Placement/Fee - Archway Schools 11/28/16 – 6/14/17	November-June	\$85,033.80 to <b>TBD</b>
#117	Change to Resolution #CIS-122-16 Placement/Fee – William Paterson to <b>Fusion</b>	November-June	\$8,310.00 to <b>\$8,250.00</b>

Motion by: Farrell	Second by: Muzzio	Roll Call Vote: 8-0
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**FINANCE, FACILITIES, AND ATHLETICS**

*Vincent Siracusa, Chair*

Mr. Ciresi thanked the donors for their generous contributions to the district.

FFA-57-17      Payment of Bills – November 11, 2016 to November 28, 2016

FFA-58-17      Approval to Accept Donation to the Pequannock Township School District

Motion by: Singer	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. FFA-57-17**

**PAYMENT OF BILLS – NOVEMBER 11, 2016 TO NOVEMBER 28, 2016**

RESOLVED, that the Board of Education approves the Bills List, from November 11, 2016 to November 28, 2016, submitted by the Business Administrator/Board Secretary, as attached:

<b>FUND</b>	<b>AMOUNT</b>
General      Funds 10, 20, 40	\$1,436,403.31
Capital Projects Fund 30	\$24,205.00
Food Service      Fund 6x	\$39,826.47

**RESOLUTION NO. FFA-58-17**

**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>
Wireless Controller Value \$1,026	Pequannock Valley School	The Foley Family
Fan plus Installation Value \$7,000	Hillview School	Hillview HSA
\$27.00	PTHS	Tom Andrea AT&T Matching Gift Program

**POLICY**

*Tom Salerno, Chair*

- P-11-17 Approval of New and Revised Board Policies and Regulations for Second Reading and Adoption
- P-12-17 Approval of New Board Policy for First Reading

**RESOLUTION NO. P-11-17**

**APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR SECOND READING AND ADOPTION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new and revised Board policies and regulations as listed for second reading and adoption:

MANUAL SECTION	POLICY/REGULATION
Teaching Staff Members	3211 - Code of Ethics
	3281 - Inappropriate Staff Conduct
Support Staff Members	4211 - Code of Ethics
	4281 - Inappropriate Staff Conduct
Students	5830 - Pupil Fund Raising
Finances	6810R - Financial Objectives
Property	7441 - Electronic Surveillance in School Buildings and on School Buses
	7100R - Long-Range Facilities Planning
	7410R - Maintenance and Repair
	7410.1R - Facilities Maintenance, Repair Scheduling and Accounting
	7420.1R - Bloodborne Pathogen Exposure Control Plan
	7420.2R - Chemical Hygiene
	7650R - School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

Motion by: Salerno	Second by: Muzzio	Roll Call Vote: 8-0
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**RESOLUTION NO. P-12-17**

**APPROVAL OF NEW BOARD POLICY FOR FIRST READING**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new Board policy as listed for first reading:

MANUAL SECTION	POLICY/REGULATION
Program	2415.30 - Title I-Educational Stability for Children in Foster Care

Motion by: Salerno	Second by: Muzzio	Roll Call Vote: 8-0
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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, negotiations, attorney-client privilege and/or student matters. Said matters will be made public upon their disposition. Action may be taken.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 8-0	Time: 7:15
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Dr. Muzzio departed at 8:00 pm.  
The Public Session reconvened at 8:01 pm.

**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, municipality of residence, and, if applicable, group affiliation and sign in before you begin.

- Dan Macagney, Pequannock, Football Parent, expressed concern with the student discipline policy. He would like to see the district policy reviewed.

**OLD BUSINESS**

Mr. Ciresi, Dr. Thumann, Mr. Farrell, and Mr. Singer reported that the NJSBA Workshop 2016 was worthwhile and highlighted topics of interest and sessions they attended.

**RESOLUTION NO. OB-05-17**  
**APPROVAL OF HIB INVESTIGATION DECISION**

RESOLVED, that the Pequannock Board of Education (hereinafter referred to as the "Board") hereby affirms the Superintendent's decision in the following HIB Investigations and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents forthwith.

<b>INVESTIGATION NO.</b>
PTHS-02-17

Motion by: Thumann	Second by: Singer	Roll Call Vote: 7-0
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**NEW BUSINESS**

Mrs. Maier congratulated the Marching Band for taking 2<sup>nd</sup> place at Nationals.

**ADJOURNMENT OF PUBLIC MEETING**

Motion by: Ciresi	Second by: Farrell	Voice Vote: 7-0	Time: 8:13 pm
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Respectfully,



Kateryna W. Bechtel, CPA  
School Business Administrator/Board Secretary

**FUTURE PUBLIC BOARD MEETINGS**

November 14, 2016	PTHS	7:00 pm
November 28, 2016	PTHS	7:00 pm