



TOWNSHIP OF PEQUANNOCK
BOARD OF EDUCATION

MEETING MINUTES
MARCH 27, 2017

CALL TO ORDER

The March 27, 2017 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 7:00 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
Douglas Muzzio
Robert Singer
Leonard Smith
Kimberley Quigley
Ann Maier
Tiffany Osmanski
Vincent Siracusa
Richard Thumann

ALSO PRESENT: Brett Charleston, Superintendent of Schools
Rosalie Winning, Assistant Superintendent
Kateryna W. Bechtel, CPA, School Business Administrator/Board Secretary
Ethan Blakely, Student Representative
Amy Canning, Esq., Board Attorney

FLAG SALUTE

Student Representative Report – Ethan Blakely

- Announced that PARCC testing is upcoming.
- Reported that the PTHS Spring Musical is getting great reviews.
- Reported that the FBLA competed in the State competition and returned with many awards. The team will represent New Jersey in the national competition in California.
- Invited the public to Operation Style to be held on March 29 at 7:00 pm. Admission is \$5.00 with proceeds going to Operation Smile.

Elementary Reconfiguration Presentation – District Administration

Superintendent Report – Brett Charleston

- Congratulated the FBLA on an outstanding job.
- Attended the Spring Musical and commented that it was a fantastic event.

Board Secretary Report – Kateryna W. Bechtel, CPA

- Reported that the budget proposal has been approved by the County Office with no revisions required.

2016-2017 UPCOMING COMMITTEE MEETINGS

- Curriculum, Instruction, and Special Services April 17, 2017
- Policy April 17, 2017
- Personnel, Management, and Community Relations April 18, 2017
- Finance, Facilities, and Athletics April 18, 2017

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. 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.

- Lee Ann Brensinger, PTEA President, requested that the Board reconsider its course of action in reorganizing aides.
- Ann Marie Finnen, PTEA Negotiations Chair, concurred with Ms. Brensinger’s request and further requested that full time aides be reduced through attrition.
- Members of the public voiced their opinion for and against the proposed elementary reconfiguration.

**Mrs. Quigley called a recess at 8:58 pm.
The Board reconvened at 9:15 pm.**

APPROVAL OF MINUTES

March 13, 2017

Motion by: Ciresi	Second by: Muzzio	Roll Call Vote: 9-0-0
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APPROVAL OF ACTION ITEMS

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Committee Report of March 21, 2017 - Dr. Richard Thumann, Chair

The following topics were discussed by the committee: review of personnel items, review of non-tenured teaching staff, ABA aide – job description, PTHS and PV start times/delayed opening, solar update, Morris County Ed Services Representative, emergency closing give back day, elementary restructuring, HSA next meeting.

- PMC-185-17 Acceptance of Resignations
- PMC-186-17 Approval of Medical Leave of Absence - 2016-2017 School Year
- PMC-187-17 Approval of Reorganization of Aides
- PMC-188-17 Approval of Revision of the 2016-2017 District Calendar
- PMC-189-17 Approval of Homebound Instructors 2016-2017
- PMC-190-17 Approval of District Substitutes 2016-2017

RESOLUTION NO. PMC-185-17

ACCEPTANCE OF RESIGNATIONS

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

NAME	POSITION	EFFECTIVE DATE
Mayoral, Amber	.6 Aide Stephen J. Gerace Elementary School	4/21/2017
Walsh, Catherine	Permanent Lunch Aide Hillview Elementary School	3/21/2017

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-186-17

APPROVAL OF MEDICAL LEAVE OF ABSENCE 2016-2017 SCHOOL YEAR

RESOLVED that Kathryn Sullivan (“Sullivan”) be granted a maternity disability leave from May 15, 2017 through June 20, 2017. During this time, Sullivan will use 26 days of accumulated sick leave and 5.5 weeks of leave under the Family Medical Leave Act (“FMLA”). She will also receive compensation for the Memorial Day holiday.

RESOLVED that Sullivan be granted a child-rearing leave under the FMLA and the New Jersey Family Leave Act (“NJFLA”) from September 5, 2017 through October 13, 2017. During this leave, which shall be without pay but with a continuation of medical benefits, Sullivan will use 6 additional weeks of FMLA leave, together with 6 weeks of leave under the NJFLA

RESOLVED that pursuant to her request Sullivan’s anticipated return to work date shall be October 16, 2017.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-187-17

APPROVAL OF REORGANIZATION OF AIDES

WHEREAS, there are currently twenty full time aides employed by the Pequannock Township Board of Education (hereinafter referred to as the “Board”) during the 2016-2017 school year who provide services under various aide job titles;

WHEREAS, classified students are in need of the services of paraprofessionals to provide ABA services and other duties related to the student’s disability on a full-time basis; and

WHEREAS, to improve the delivery of educational services to students, the Board desires to reorganize the aides in the Pequannock Township School District (hereinafter referred to as the “District”) and hire individuals for specific aide positions to provide the duties contained in the specific job description for the respective position for the 2017-2018 school year;

BE IT RESOLVED that the positions held by the twenty full-time aides shall be abolished, effective the 2017-2018 school year;

BE IT FURTHER RESOLVED that the position of Special Education Aide – SNAPP/SNAPP 2 Program be abolished, effective the 2017-2018 school year;

BE IT FURTHER RESOLVED that the Board creates sixteen Paraprofessional – ABA/COMMUNITY INCLUSION Aide positions, effective the 2017-2018 school year, and approves the job description for the positions of Paraprofessional – ABA/COMMUNITY INCLUSION Aide.

BE IT FURTHER RESOLVED that the District shall advertise for the sixteen Paraprofessional – ABA/COMMUNITY INCLUSION Aide positions and shall conduct interviews of qualified candidates; and

BE IT FURTHER RESOLVED that the employment rights of the twenty full-time aides whose positions have been abolished, effective the 2017-2018 school year, shall be determined on the basis of inverse order of seniority within their classification after the Paraprofessional – ABA/COMMUNITY INCLUSION Aides positions have been filled.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 7-1-1 No: Muzzio Abstain: Smith
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RESOLUTION NO. PMC-188-17
APPROVAL OF REVISION OF THE 2016-2017 DISTRICT CALENDAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the revision of the 2016-2017 District Calendar as follows:

- On Friday, June 2, 2017, all district schools will be closed as a result of an unused emergency school closing day.

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-189-17
APPROVAL OF HOMEBOUND INSTRUCTORS 2016-2017

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointments of the following personnel for Homebound Instruction for the 2016-2017 School Year in the Pequannock Township School District at a rate of \$37.00/hour:

Name
Bobbi Jo Murphy

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-190-17
APPROVAL OF DISTRICT SUBSTITUTES 2016-2017

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

Name
Bruno Mayoria, Teacher

Motion by: Thumann	Second by: Ciresi	Roll Call Vote: 9-0-0
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CURRICULUM, INSTRUCTION AND SPECIAL SERVICES
Committee Report of March 20, 2017 - Dr. Doug Muzzio, Chair

The following topics were discussed by the committee: ABA job description, delayed openings, PTHS and PVS start times, elementary reconfiguration, Morris County Ed Services Representative.

- CIS-83-17 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-84-17 Approval of Student Field Trips
- CIS-85-17 Approval of Appointment of Surrogate Parent Coordinator
- CIS-86-17 Approval of Providers for Services to Students

RESOLUTION NO. CIS-83-17

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(s)	Employee/ Board Member	Conference/ Workshop Location	Registration	Travel	Sub Cost	Estimated Total Expense
Online	A.Somers	Behavioral Analysis of Linguistic Structure	\$39.00	n/a	n/a	\$39.00
Online	A.Somers	Instructional Technique and Recent Research	\$30.00	n/a	n/a	\$30.00
Online	A.Somers	Relational Frame Theory & Behav. Flexibility	\$26.00	n/a	n/a	\$26.00
3/28/17	P. Riffel	Fujitsu Electrical Diagnostics South Plainfield	\$99.00	n/a	n/a	\$99.00
3/28/17	H. Andersen	Fujitsu Electrical Diagnostics South Plainfield	\$99.00	n/a	n/a	\$99.00

4/7/17	K. Brady	NJCPA Accounting Educators Iselin	\$-0-	\$-0-	\$85.00	\$85.00
5/15/17	J. Heise	NJMEA Music Technology Expo New Brunswick	\$-0-	\$31.56	\$85.00	\$116.56

Motion by: Muzzio	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-84-17
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
5/9/17	Farmstead Estates Ringwood	M.A. Ochner J. Stringer M. Brucchieri	SJG/K/61	Science Curricula	\$13.84	n/a
5/11/17	Farmstead Estates Ringwood	A.Meyers P. Sedran	HV/K/39	Science Curricula	\$13.00	n/a
5/12/17	Farmstead Estates Ringwood	S. Shizas S. Hubner	NB/K/43	Science Curricula	\$12.78	n/a

Motion by: Muzzio	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-85-17
APPROVAL OF APPOINTMENT OF SURROGATE PARENT COORDINATOR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of Dr. Rosalie Winning, Assistant Superintendent, as Surrogate Parent Coordinator in accordance with N.J.A.C. 6A:14-2.2 and Policy 2467.

Motion by: Muzzio	Second by: Thumann	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-86-17
APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following providers for services to students for 2016-2017 school year:

PROVIDER	SERVICE	FEE
Cumberland Therapy SVCS, LLC 318 West Adams Chicago, IL 60606	Physical Therapy	\$87.00/hr.

Motion by: Muzzio	Second by: Thumann	Roll Call Vote: 9-0-0
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FINANCE, FACILITIES, AND ATHLETICS

Committee Report of March 20, 2017 – Vincent Siracusa, Chair

The following topics were discussed by the committee: facilities update, capital projects update, solar, 499 Turnpike, RIF resolution, elementary restructuring, PTHS and PVS start times, delayed openings, Morris County Ed Services Representative.

Mr. Siracusa thanked the donors for their contribution to the district.

- FFA-128-17 Payment of Bills – March 14, 2017 to March 27, 2017
- FFA-129-17 Approval of Financial Reports/Monthly Certification for February 2017
- FFA-130-17 Monthly Reports from Schools and Programs for February 2017
- FFA-131-17 Approval of Joint Transportation Agreement with Educational Services Commission of Morris County for 2017-2018
- FFA-132-17 Appointment of Representative to Educational Services Commission of Morris County for 2016-2017
- FFA-133-17 Approval to Accept Donations to Pequannock Township School District

RESOLUTION NO. FFA-128-17

PAYMENT OF BILLS – MARCH 14, 2017 TO MARCH 27, 2017

RESOLVED, that the Board of Education approves the Bills List, from March 14, 2017 to March 27, 2017, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$1,818,556.88
Capital Projects Fund 30	\$244,815.00
Food Service Fund 6x	\$0.00

Motion by: Siracusa	Second by: Muzzio	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-129-17

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR FEBRUARY 2017

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for February 2017.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of February 2017, 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 2017, 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: Muzzio	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-130-17

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR FEBRUARY 2017

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of February 2017 for the High School Activities Account, the High School Interscholastic Athletic Account; the Pequannock Valley School Student Activities Account; and Pomptonian Food Service.

Motion by: Siracusa	Second by: Muzzio	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-131-17

APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY FOR 2017-2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a joint transportations agreement with the Educational Services Commission of Morris County for the 2017-2018 school year (see attachment).

Motion by: Siracusa	Second by: Muzzio	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-132-17

APPOINTMENT OF REPRESENTATIVE TO EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY FOR 2016-2017

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Robert Singer as representative to the Educational Services Commission of Morris County for the 2016-2017 school year.

Motion by: Siracusa	Second by: Muzzio	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-133-17

APPROVAL TO ACCEPT DONATIONS 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.

DONATION	TO	DONATED BY
Sonor Drum Set Value \$350	Pequannock Valley Middle School	Gregg and Anna Lucianin
120 Indoor Golf Balls Value \$112	PTHS	PTHS Golf Parents Assoc.

Motion by: Siracusa	Second by: Muzzio	Roll Call Vote: 9-0-0
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POLICY

Committee Report of March 20, 2017 - Ann Maier, Chair

The following policies and topics were discussed by the committee: Policy 5120 Assignment of Pupils; Policy 8130 Organization Pla., Policy 2110 Mission Statement; 2460 Special Education; 2460.1 Special Education Location, Identification, and Referral; 2460.8 Special Education Free and Appropriate Public Education; 2460.9 Special Education Transition from Early Intervention Programs to Preschool Programs; 2460.15 Special Education In-Service Training Needs for Professional and Paraprofessional Staff (new); 2460.16 Special Education Instructional Material to Blind or Print-Disabled Student; 2467 Surrogate Parents and Foster Parents; restructuring; delayed openings; PTHS and PVS start times; Morris County Ed Services Representative.

P-23-17 Approval of New and Revised Board Policies and Regulations for First Reading

RESOLUTION NO. P-23-17

APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR FIRST READING

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

MANUAL SECTION	POLICY/REGULATION(R)
<i>Program</i>	2110 - Mission Statement
	2460 & 2460R - Special Education
	2460.1R - Special Education - Location, Identification, and Referral
	2460.8R - Special Education - Free and Appropriate Public Education
	2460.9R - Special Education - Transition From Early Intervention Programs to Preschool Programs
	2460.15R Special Education - In-Service Training Needs for Professional and Paraprofessional Staff
	2460.16R Special Education - Instructional Material To Blind or Print-Disabled Students
	2467 - Surrogate Parents and Foster Parents
<i>Students</i>	5120 - Assignment of Students and Attendance Area Plan
<i>Operations</i>	8130 - Organizational Plan

Motion by: Maier	Second by: Muzzio	Roll Call Vote: 9-0-0 No: Smith on Policy 8130
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OPEN TO 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. 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.

Members of the public voiced their opinion for and against the proposed elementary restructuring.

OLD BUSINESS

RESOLUTION NO. OB-09-17
APPROVAL OF HIB INVESTIGATION DECISIONS

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 School Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

INVESTIGATION NO.
PTHS-06-17
SJG-04-17

Motion by: Thumann	Second by: Muzzio	Roll Call Vote: 8-0-1 Abstain: Muzzio
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NEW BUSINESS

None

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, and attorney – client privilege and/or student matters. Said matters will be made public upon their disposition. No action will be taken.

Motion by: Thumann	Second by: Maier	Voice Vote: All in Favor	Time: 12:18 am
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The Board returned to the Public Session at 12:30 am.

ADJOURNMENT OF PUBLIC MEETING

Motion by: Ciresi	Second by: Thumann	Voice Vote: All in Favor	Time: 12:31 am
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Respectfully,

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

FUTURE PUBLIC BOARD MEETINGS

- April 10, 2017 PTHS 7:00 pm
- April 24, 2017 PTHS 7:00 pm