



TOWNSHIP OF PEQUANNOCK
BOARD OF EDUCATION

REGULAR MEETING MINUTES
JANUARY 3, 2018

CALL TO ORDER

The January 3, 2018 Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the Pequannock Township High School Auditorium, 85 Sunset Road, Pompton Plains, NJ 07444, at 7:17 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: Mr. Sam Ciresi Mrs. Ann Maier Mrs. Tiffany Osmanski
 Mr. Richard Prezioso Mrs. Cara Shenton Mr. Robert Singer
 Mr. Leonard Smith Mr. Vincent Siracusa Mrs. Kimberley Quigley

ALSO PRESENT: Brett Charleston, Ed.D., Superintendent of Schools
 Kateryna W. Bechtel, CPA, School Business Administrator/Board Secretary
 Abby Pownall, Student Representative

FLAG SALUTE

Board President Report – Kimberley Quigley

- Welcomed new trustees.

Student Representative Report – Abby Pownall

- Announced that themes for each class have been selected for hall decorations.
- Reported that the Blue and Gold Assembly was well received and the Gold candidate was elected.
- Mrs. Maier attended the Blue and Gold assembly and shared how impressive the platforms and presentations were.
- Mr. Siracusa complimented all involved in the Lip Dub video.

Superintendent Report – Brett Charleston, Ed.D.

- Announced that kindergarten registration for September 2018 is scheduled for Friday, January 12, 2018 from 9:00am to 3:00pm at the Senior House and Tuesday, January 16, 2018 from 6:00 to 8:00 pm at the BOE Office.
- Extended gratitude to the Pequannock Township Board of Education for School Board Recognition Month.
- Congratulated the following staff for being recognized at their schools as Teacher of the Year and Educational Services Professional of the Year:
 - o PTHS Deb Thomas Chloe Cogavin
 - o PV Allen Kaye Lindsey Toth
 - o HV Alice Galliano Toni Macchiarelli
 - o SJG Elizabeth Dowd Yvette McBain
 - o NB Dina VanNess Barbara Fede

RESOLUTION NO. PMC-117-18
SCHOOL BOARD RECOGNITION MONTH

WHEREAS, The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Pequannock Township Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Pequannock Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Pequannock Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Pequannock Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

Motion by: Ciresi	Second by: Quigley	Roll Call Vote: 9-0-0
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2017-2018 UPCOMING COMMITTEE MEETINGS

- Curriculum, Instruction, and Special Services January 17, 2017
- Policy January 17, 2017
- Personnel, Management, and Community Relations January 16, 2017
- Finance, Facilities, and Athletics January 16, 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.

None

APPROVAL OF MINUTES

December 11, 2017

Motion by: Siracusa	Second by: Osmanski	Roll Call Vote: 7-0-2 Abstain: Prezioso, Shenton
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APPROVAL OF ACTION ITEMS

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

- PMC-118-18 Acceptance Reports
- PMC-119-18 Approval of Medical Leave of Absence - 2017-2018 School Year
- PMC-120-18 Approval of Medical Leave of Absence - 2017-2018 School Year
- PMC-121-18 Approval of District Substitutes - 2017-2018 School Year
- PMC-122-18 Approval of Hourly Rate Increase to Comply With Federal Minimum Wage
- PMC-123-18 Accept Resignation - 2017-2018 School Year

RESOLUTION NO. PMC-118-18
ACCEPTANCE OF REPORTS

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

- Enrollment Report
- Suspension Report(s)

Motion by: Ciresi	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-119-18
APPROVAL OF MEDICAL LEAVE OF ABSENCE - 2017-2018 SCHOOL YEAR

WHEREAS, Employee #2144, whose name is on file in the Superintendent's office, has requested an intermittent leave of absence under the federal Family Medical Leave Act to care for an immediate family member with a serious health condition; and

WHEREAS, Employee #2144 has requested that this leave extend from November 27, 2017 through approximately November 27, 2018, during which time she anticipates being absent from work no more than one to two days per week; and

WHEREAS, the FMLA authorizes the use of intermittent leave and directs that only the amount of leave actually taken will be counted towards an employee's twelve work-week entitlement; and

WHEREAS, so long as Employee #2144 does not consistently exceed two days per week of intermittent leave, she will not exhaust her twelve work week entitlement prior to the November 27, 2018 anticipated end date.

NOW THEREFORE BE IT RESOLVED that Employee #2144 be granted up to twelve work weeks of intermittent FMLA leave to be used from November 27, 2017 through November 27, 2018. This leave will be provided without pay but with a continuation of medical benefits.

BE IT FURTHER RESOLVED that if the serious health condition of Employee #2144's immediate family member changes such that she is required to use more than two days of intermittent leave each week, Employee #2144's leave will terminate upon the use of twelve work weeks of leave.

Motion by: Ciresi	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-120-18
APPROVAL OF MEDICAL LEAVE OF ABSENCE - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for Employee #2715, whose name is on file in the Superintendent's office, for the period of March 1, 2018 through June 20, 2018, using 73 sick days.

Motion by: Ciresi	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-121-18
APPROVAL OF DISTRICT SUBSTITUTES - 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following district substitutes for the 2017-2018 school year at the approved rate for each category:

NAME
Kelsey Dudgeon - Teacher
Ellen Altis - Secretary

Motion by: Ciresi	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-122-18
APPROVAL OF HOURLY RATE INCREASE TO COMPLY WITH FEDERAL MINIMUM WAGE

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the hourly rate increase to \$8.60 to comply with federal minimum wage for employees in the following categories, effective January 1, 2018.

Lunch Aides	Student Workers
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Motion by: Ciresi	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-123-18
ACCEPT RESIGNATION

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

NAME	POSITION	EFFECTIVE DATE
Burrofato, Ronald	Maintenance Worker	1/30/2018

Motion by: Ciresi	Second by: Maier	Roll Call Vote: 9-0-0
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CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

- CIS-45-18 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-46-18 Approval of Student Field Trips
- CIS-47-18 Approval of District Mentor for Provisional Teacher - 2017-2018
- CIS-48-18 Approval of Programs of Study 2018-2019

RESOLUTION NO. CIS-45-18

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 development 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
1/8/18	J. Andresen	Gettysburg College Parsippany	\$-0-	\$10.85	n/a	\$10.85
1/9/18	P. Cook	NJECC Annual Conference Montclair	\$110.00	\$18.82	n/a	\$128.82
1/10/18	A.Scelso	Sustainable NJ Award Luncheon Ewing	\$-0-	\$42.28	n/a	\$42.28
1/10/18	L.A.Brensinger	Sustainable NJ Award Luncheon Ewing	\$-0-	\$42.78	\$95.00	\$137.78
1/11/18	P. Cook	Future Ready Schools NJIT	\$-0-	\$19.10	n/a	\$19.10
1/10/18	E. Scillieri	Future Ready Schools Mercer County Technical School	\$-0-	\$48.30	n/a	\$48.30
1/16/18	D. Schiano	Future Ready Schools Ewing	\$-0-	\$49.60	\$95.00	\$144.60
2/8, 2/9/18	J. Andresen	Assoc. Of Student Assistance Prof. Princeton	\$325.00	\$70.56	n/a	\$395.56

2/8, 2/9/18	C. Cogavin	Assoc. Of Student Assistance Prof. Princeton	\$325.00	\$-0-	n/a	\$325.00
2/28/18	R. Winning	DOE PARCC Whippany	\$-0-	\$9.49	n/a	\$9.49
2/28/18	P. Cook	DOE PARCC Whippany	\$-0-	\$9.49	n/a	\$9.49
3/16/18	I. Oosterwyk	Childhood Apraxia of Speech Saddle Brook	\$199.00	\$-0-	n/a	\$199.00
3/16/18	N. Magda	Childhood Apraxia of Speech Saddle Brook	\$199.00	\$6.72	n/a	\$205.72

Motion by: Osmanski	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-46-18
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
1/11/18	Horizon Headquarters Newark	E. Honig	PTHS/-/2	FBLA - JA Titan Competition and Job Shadow	\$-0-	\$75.00 Transportation
1/16/18	Morris County Courthouse	J. Carlson J. Gennarelli	PTHS/-/15	Mock Trial Club Competition	\$-0-	Transportation
1/24 & 1/29/18	Morris County Courthouse	J. Carlson J. Gennarelli	PTHS/-/15	Mock Trial Club Quarter Finals	\$-0-	Transportation

Motion by: Osmanski	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-47-18
APPROVAL OF DISTRICT MENTOR FOR PROVISIONAL TEACHER - 2017-2018

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following teacher as part of the New Staff Novice Provisional Teacher Program and Formal Mentor as assigned for the 2017-2018 school year. Further, payroll deductions are to be made to satisfy mentoring fees in the amount of \$272.50 for this Traditional Route Teacher holding a CEAS and completing the remaining 15 weeks of required mentoring in Pequannock Township School District.

MENTEE	TYPE/CERTIFICATE	MENTOR	SCHOOL
Sean Adler	CEAS/English Teacher	Ann Marie Davis	PTHS

Motion by: Osmanski	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. CIS-48-18
APPROVAL OF PROGRAMS OF STUDY 2018-2019

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Pequannock Township High School and Pequannock Valley Middle School Programs of Study for school year 2018-2019.

Motion by: Osmanski	Second by: Maier	Roll Call Vote: 9-0-0
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FINANCE, FACILITIES, AND ATHLETICS

- FFA-86-18 Payment of Bills – December 12, 2017 to January 3, 2018
- FFA-87-18 Approval of Application for Non-Resident Student

RESOLUTION NO. FFA-86-18

PAYMENT OF BILLS – DECEMBER 12, 2017 TO JANUARY 3, 2018

RESOLVED, that the Board of Education approves the Bills List, from December 12, 2017 to January 3, 2018, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	\$3,168,416.78
Capital Projects Fund 30	\$0.00
Food Service Fund 6x	\$50,957.96

Motion by: Siracusa	Second by: Maier	Roll Call Vote: 9-0-0
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RESOLUTION NO. FFA-87-18

APPROVAL OF NON-RESIDENT TUITION STUDENT FOR THE 2017-2018 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, authorizes the School Business Administrator/Board Secretary, on behalf of the Pequannock Township School District, to enter into a parent-paid non-resident tuition contract to receive tuition revenue for the 2017-2018 school year as follows:

STUDENT #	PROGRAM	ANNUAL TUITION
DM	PTHS	\$8,000 (pro-rated)

Motion by: Siracusa	Second by: Maier	Roll Call Vote: 9-0-0
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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.

None

OLD BUSINESS

RESOLUTION NO. OB-05-18

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.

INVESTIGATION NO.
PTHS-02-18
PTHS-03-18

Motion by: Maier	Second by: Quigley	Roll Call Vote: 7-0-0 Abstain: Prezioso, Shenton
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NEW BUSINESS

- Mrs. Maier complimented the music department for the holiday concerts.

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 students. Said matters will be made public upon their disposition. No action will be taken.

Motion by: Siracusa	Second by: Singer	Voice Vote: All in Favor	Time: 7:33 pm
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The Board reconvened to Public Session at 8:19 pm.

ADJOURNMENT OF PUBLIC MEETING

Motion by: Singer	Second by: Siracusa	Voice Vote: All in Favor	Time: 8:19 pm
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Respectfully,



Kateryna W. Bechtel, CPA
Board Secretary

FUTURE PUBLIC BOARD MEETINGS

January 22, 2018	PTHS	7:00 pm
February 5, 2018	PTHS	7:00 pm