



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

SPECIAL MEETING MINUTES  
AUGUST 3, 2020

**CALL TO ORDER**

The August 3, 2020 Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the Pequannock Township High School Media Center, 85 Sunset Road, Pompton Plains, NJ 07444 and remote access was provided to the public due to the public health-related school closure, at 7:11 pm by Joseph Blumert, 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. Joseph Blumert                    Ms. Megan Dempsey                    Mr. Sam Ciresi  
                                     Ms. Danielle Esposito                    Mr. Greg MacSweeney                    Mr. Richard Prezioso  
                                     Mrs. Cara Shenton                    Mr. Leonard Smith

ABSENT:                    Dr. Richard Thumann

ALSO PRESENT:                    Michael Portas, Superintendent  
                                     Rosalie Winning, Ed.D., Assistant Superintendent  
                                     Sallyann McCarty, School Business Administrator/Board Secretary  
                                     Anthony Sciarrillo, Esq., Board Attorney

The official minutes of the Pequannock Township Board of Education will indicate that Mr. Leonard Smith abstains from voting on any resolution regarding the Superintendent and any employee who directly or indirectly supervises Mr. Smith's family member who serves as the basis for this conflict as well as any resolution that concerns any aspect of the terms and conditions of employment of Mr. Smith's family member.

**FLAG SALUTE**

**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. Please state your name and sign in before you begin.

None

**APPROVAL OF ACTION ITEMS**

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS**

**Mrs. Cara Shenton, Chair**

- PMC-13-21 Approval to Amend Resignation Date - 2020-2021 School Year
- PMC-14-21 Approval of Appointments - 2020-2021 School Year
- PMC-15-21 Accept Resignation of Board of Education Trustee

**RESOLUTION NO. PMC-13-21**

**APPROVAL TO AMEND RESIGNATION DATE - 2020-2021 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to amend the the following resignation:

NAME	ASSIGNMENT	EFFECTIVE DATE
Haines, Barry	Supervisor, Instructional Technology & Data Management Pequannock Township School District	8/3/2020

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 8-0-0
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**RESOLUTION NO. PMC-14-21**

**APPROVAL OF APPOINTMENTS - 2020-2021 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves 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 and results from post-offer physical and drug-test as per Policies 3160 & 4160:

NAME	POSITION	EFFECTIVE DATES	SALARY
Jablonski, Greg <i>Replacement for Barry Haines</i>	Supervisor, Instructional Technology & Data Management Pequannock Township School District	8/4/2020-6/30/2021	\$115,000
Fonseca, Nubia <i>Replacement for Elizabeth Tahan</i>	School Counselor Hillview Elementary School	9/1/2020-6/30/2021	MA, Step 3 \$62,555
Goff, Abigail <i>Replacement for Lindsay Corbett</i>	LDT-C Hillview Elementary School	9/1/2020-6/30/2021	MA+30, Step 10 \$72,945

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 8-0-0
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**RESOLUTION NO. PMC-15-21**

**ACCEPT RESIGNATION OF BOARD OF EDUCATION TRUSTEE**

RESOLVED, that the Board of Education, accepts the resignation of Dr. Richard Thumann as a Trustee of the Board of Education effective August 1, 2020.

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

- FFA-11-21 Appointment of Energy Services Company to Assist with Implementation of Energy Savings Improvement Plan (ESIP) (FFA-10-21)
- FFA-12-21 Appropriation of 2020-2021 Capital Reserve Funds for Window Upgrades
- FFA-13-21 Award of Contract for Window Upgrades
- FFA-14-21 Declaration of Obsolete Equipment
- FFA-15-21 Approval of Financial Reports/Monthly Certification for June 2020
- FFA-16-21 Reduction in fiscal year 20-21 State Aid

**RESOLUTION NO. FFA-11-21**

**AMENDMENT OF APPOINTMENT OF ENERGY SERVICES COMPANY TO ASSIST WITH IMPLEMENTATION OF ENERGY SAVINGS IMPROVEMENT PROGRAM (ESIP) (FFA-10-21)**

WHEREAS, The Board of Education of the Township of Pequannock in the County of Morris, New Jersey (the “Board of Education” or the “School District”) conducted energy audits of the School District schools and facilities pursuant to the Local Government Energy Audit Program, and such audits were completed and delivered to this Board of Education; and

WHEREAS this Board of Education has determined to consider the implementation of an energy savings improvement program pursuant to N.J.S.A. 18A:18A-4.6 and to seek the assistance of an energy services company (an “Energy Services Company”) through competitive contracting pursuant to N.J.S.A. 18A:18A-4.6(b)(1) and N.J.S.A. 18A:18A-4.1 for assistance with the development and implementation of an energy savings plan; and

WHEREAS this Board of Education advertised on May 1, 2020 for receipt of proposals by June 19, 2020 through competitive contracting in accordance with N.J.S.A. 18A:18A-4.1 et seq. to select an Energy Services Company in order to assist in the preparation of an energy savings plan with the intent to later enter into a contract to implement energy conservation measures selected by the Board of Education and described in the plan; and

WHEREAS proposals were submitted by DCO Energy, LLC (“DCO”), Honeywell International, Inc. (“Honeywell”) and Johnson Controls, Inc. (“Johnson”), in accordance with the advertised Request for Proposals to Select an Energy Services Company to Develop and Implement an Energy Savings Plan through an Energy Savings Improvement Program (the “RFP”); and

WHEREAS a committee was selected to review the proposals and report to the Board of Education the results of their review, a copy of which report was submitted to this Board of Education; and

WHEREAS, after reviewing the report of the committee, this Board of Education has determined that it is in the best interest of the School District to appoint Honeywell as the Energy Services Company with which the Board of Education will work to prepare an energy savings plan for the School District; now therefore,

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:**

Section 1. The proposal submitted by Honeywell, dated June 19, 2020, in accordance with the School District’s RFP (the “Honeywell Proposal”) is hereby approved, and Honeywell is hereby appointed the Energy Services Company to work with this Board for the implementation of an Energy Savings Improvement Program.

Section 2. The Board President is hereby authorized to execute and to enter into any contract that may be required to implement this resolution in a form consistent with the RFP and the Honeywell Proposal and approved by McManimon, Scotland & Baumann, LLC, Bond Counsel. The Honeywell Proposal stipulates that Honeywell will charge no fee for assistance with the development of the energy savings plan and will assist the Board of Education with implementation of the energy savings plan once it is verified by an independent third party and approved by the Board of Education and this Board of Education determines that the energy conservation measures to be implemented in accordance with the plan for the fees set forth in and in accordance with the RFP and the Honeywell Proposal and a contract to be entered into by and between the Board of Education and Honeywell, also in accordance with the RFP and the Honeywell Proposal and in a form approved by this Board of Education.

Section 3. The Board Secretary is hereby authorized and directed to publish a notice of contract awarded in the newspaper as required by law

Section 4. The preamble to this resolution is hereby incorporated as part of this resolution, and any action described therein and taken prior to the adoption of this resolution is hereby approved, adopted and ratified as though taken pursuant to this resolution.

Section 5. This resolution shall take effect immediately.

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 8-0-0
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**RESOLUTION NO. FFA-12-21**  
**APPROPRIATION OF 2020-2021 CAPITAL RESERVE FUNDS FOR WINDOW UPGRADES**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to appropriate 2020-2021 Capital Reserve funds in the amount of \$60,000 to budget account #12-000-400-450 for the purpose of upgrading windows in all school buildings to comply with Governor Murphy's reopening plan.

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 8-0-0
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**RESOLUTION NO. FFA-13-21**  
**AWARD OF CONTRACT FOR WINDOW UPGRADES**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS AUTHORIZING THE TRANSFER OF FUNDS FROM THE CAPITAL RESERVE ACCOUNT TO THE CAPITAL OUTLAY ACCOUNT IN AN AMOUNT NOT TO EXCEED \$60,000 TO FUND AN EMERGENCY CONTRACT FOR WINDOW UPGRADES IN COMPLIANCE WITH THE GOVERNOR'S RECENTLY ISSUED SCHOOL REOPENING PLAN**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY as follows.

SECTION 1. This Board Of Education hereby authorizes the transfer of funds from the Capital Reserve Account to the Capital Outlay Account in an amount not to exceed \$60,000 to fund an emergency contract for window upgrades in compliance with the Governor's recently issued School Reopening Plan pursuant to NJAC 6A:23A-14.1(h). This project would constitute a project with no excess costs.

SECTION 2. Any funds remaining upon completion of the project shall be returned to the Capital Reserve Account.

SECTION 3. This resolution shall take effect immediately.

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY CONCERNING THE EMERGENCY AWARD OF A CONTRACT FOR WINDOW UPGRADES REQUIRED TO COMPLY WITH GOVERNOR MURPHY’S SCHOOL REOPENING PLAN IN RESPONSE TO THE CORONAVIRUS PANDEMIC EMERGENCY**

WHEREAS, The Board of Education of the Township of Pequannock in the County Morris, New Jersey (the “Board of Education”) has determined that it must invoke the emergency powers for contract award without bidding to provide for window upgrades to comply on a timely basis for the opening of schools with Governor Murphy’s recently released School Reopening Plan for public school districts, which requires, among other things, windows that can be opened for the health and safety of staff and children; and

WHEREAS this requirement was unforeseeable at the time of the annual budget adoption, the work must be completed for the opening of schools, the Executive County Business Administrator was notified of the emergency by the attached letter report from the School Business Administrator, and the School Business Administrator believes the amount of the proposed contract to be reasonable and essential to meet the emergency; and

WHEREAS it is necessary to award a contract pursuant to N.J.S.A. 18A:18A-7 and N.J.A.C. 5:34-6.1 to Architectural Windows of Rutherford, NJ in an amount not to exceed \$60,000; and

WHEREAS, funds are available for the provision of these services and the award of the contract; now, therefore,

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:**

Section 1 The aforementioned recitals are incorporated herein as though set forth at length.

Section 2. This Board of Education hereby acknowledges receipt of the report attached hereto and authorizes, acknowledges, affirms and ratifies the award of the contract described herein, as the case may be, to the extent required.

Section 3. The Business Administrator/Board Secretary or other appropriate Board representative is authorized to execute the necessary contract and/or documents incidental to the award of this contract and to make payment thereunder subject to the provisions of this resolution.

Section 4. If necessary, the Business Administrator shall seek the approval of this project as an Emergent Project pursuant to N.J.A.C. 6A:26-3.14 or otherwise shall seek the approval of the project as an Other Capital Project pursuant to N.J.A.C. 6A:26-3.12 and for any necessary amendment to the Long Range Facilities Plan.

Section 5. A copy of this resolution shall be available for public inspection at the offices of the Board of Education.

Section 6. This resolution shall take effect immediately.

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 8-0-0
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**RESOLUTION NO. FFA-14-21**  
**DECLARATION OF OBSOLETE EQUIPMENT**

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

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 8-0-0
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**RESOLUTION NO. FFA-15-21**  
**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR JUNE 2020**

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for June 2020.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of June 2020, 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 June 2020, 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: Prezioso	Second by: Shenton	Roll Call Vote: 8-0-0
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**RESOLUTION NO. FFA-16-21**  
**REDUCTION ON STATE AID**

RESOLVED, that the Board of Education acknowledges the fiscal year 20-21 State Aid reduction of \$18,835 from the Special Education Categorical Aid revenue line 10-3132-000 and plans to take this reduction from the Private School Handicapped Tuition appropriation line 11-000-100-566-12-000. There are fewer students who qualify under that designation than had been originally budgeted.

RESOLVED, that the Board of Education authorizes the School Business Administrator/Board Secretary, to make the necessary adjustments to the 20-21 budget.

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 8-0-0
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**DISCUSSION**

Reopening of School -- Presentation of School Restart Plan -- Mr. Michael Portas, Superintendent

The Board recessed at 9:18 pm and reconvened at 9:28 pm.

**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. Please state your name and sign in before you begin.

- Members of the public spoke regarding the following topics: walking children to school, staggering student arrival time, coordinating scheduling with the Vo-Tech, physical education, kindergarten orientation, aftercare program, opting in/out from in-person/remote learning, consistency and equity in virtual and in-person learning, COVID-19 testing results, outdoor classrooms, meeting teacher for remote students, moving cleaning day to in-class learning day, ventilation, student drop-off procedure, quarantine protocol, investment in I-Ready, LinkIt System, reading labs, specials, toileting issues, interacting with peers, face shields, wearing of masks, evacuation plan, waiver for students to be on video, temperature checks, social-emotional learning, wiping down of desks.
- Ann Marie Finnen, PTEA President, read a prepared statement regarding the concerns of the membership and that the vast majority are strongly opposed to opening school in September.

**ADJOURNMENT OF PUBLIC MEETING**

Motion by: Prezioso	Second by: MacSweeney	Voice Vote: 8-0-0	Time: 9:48 pm
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Respectfully,



Sallyann McCarty  
Board Secretary

**FUTURE PUBLIC BOARD MEETINGS**

August 17, 2020	Regular Business Meeting 7:00 pm	PTHS
September 8, 2020 (Tuesday)	Workshop Meeting 7:00 pm	PTHS