



TOWNSHIP OF PEQUANNOCK
BOARD OF EDUCATION

WORKSHOP MEETING MINUTES
FEBRUARY 1, 2021

CALL TO ORDER

The February 1, 2021 Workshop Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order via Zoom with remote access for the public due to the public health-related school closure, at 7:01 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 Mr. Sam Ciresi Ms. Megan Dempsey
 Ms. Danielle Esposito Mr. Timothy Gitin Mr. Greg MacSweeney
 Mrs. Cara Shenton Mr. Brian Senyk
 Mr. Leonard Smith (arrived 7:05 pm)

ALSO PRESENT: Michael Portas, Superintendent
 Joanne Calabro, Interim Assistant Superintendent
 Sallyann McCarty, School Business Administrator/Board Secretary
 Anthony Sciarillo, 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

Student Representative Report – Francesca Dygos and Raine Osmanski

Reported on PTHS activities: Electives, Winter Cabaret, Basketball Senior Night, Pequannock Sports Nation, National School Counselling Week, Opening of in-person school.

Superintendent Report - Michael Portas

Congratulated student athletes. Thanked administrators and students for extra safety measures taken to allow for a successful winter sports season. Encouraged to hear that students are happy to be back in school.

School Business Administrator Report – Sallyann McCarty

Explained that the FFA resolution is so that we can move forward with ESIP. Reported that we will proceed with the Hillview bathroom project and the high school science lab project, previously put on hold.

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-127-21 Acceptance of Reports - 2020-2021 School Year
- PMC-128-21 Approval of Medical Leave of Absence - 2020-2021 School Year
- PMC-129-21 Approval to Amend Additional Period Assignment - 2020-2021 School Year (PMC-124-21)
- PMC-130-21 Approval of Movement on the Salary Guide - 2020-2021 School Year

RESOLUTION NO. PMC-127-21
ACCEPTANCE OF REPORT

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

- Enrollment Report

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-128-21
APPROVAL OF MEDICAL LEAVE OF ABSENCE - 2020-2021 SCHOOL YEAR

RESOLVED, that Employee #1251 has requested a medical leave of absence beginning February 2, 2021 through on or about March 2, 2021, using twenty (20) accumulated sick days, returning to work on or about March 3, 2021.

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-129-21
APPROVAL OF TO AMEND ADDITIONAL PERIOD ASSIGNMENT 2020-2021 SCHOOL YEAR (PMC-124-21)

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to amend the following personnel for additional period assignment/supervisory duty for the 2020-2021 school year, prorated, as per Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

NAME	SCHOOL	FREQUENCY	SUBJECT	EFFECTIVE DATES	SALARY
Bermudez, James	6th Period Assignment Pequannock Township High School	46 minutes/day 5 days/week	Intro to Education	1/25/2021-6/30/2021	\$3,109.36

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 9-0-0
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RESOLUTION NO. PMC-130-21

APPROVAL OF MOVEMENT ON THE SALARY GUIDE - 2020-2021 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves movement on the salary guide for the following personnel, based upon the receipt of applicable documentation, that they have earned additional graduate school credits:

Effective February 1, 2021

NAME	ASSIGNMENT/SCHOOL	FROM	TO
Bermudez, James	Social Studies Teacher Pequannock Township High School	MA+15, Step 7 \$66,995	MA+30, Step 7 \$68,995
Brady, Keith	Business Teacher Pequannock Township High School	MA, Step 12 \$73,545	MA+15, Step 12 \$75,545
Cooper, Patrick	Special Education Teacher Pequannock Township High School	MA+15, Step 8 \$66,995	MA+30, Step 8 \$68,995
Green, Daniel	Physical Education Teacher Pequannock Valley/Pequannock Township High School	BA+15, Step 5 \$58,955	MA, Step 5 \$62,955
Kirkland, Christopher	Math Teacher Pequannock Township High School	MA, Step 11 \$71,195	MA+15, Step 11 \$73,195
Westdyk, Erin	MLSP Stephen J. Gerace School	MA+15, Step 7 \$66,995	MA+30, Step 7 \$68,995

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 9-0-0
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FINANCE, FACILITIES, AND ATHLETICS

Mr. Brian Senyk, Chair

FFA-96-21 Solar Power Purchase Agreement

RESOLUTION NO. FFA-96-21

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF PEQUANNOCK IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING THE USE OF COMPETITIVE CONTRACTING FOR THE SOLICITATION OF PROPOSALS FOR A SOLAR POWER PURCHASE AGREEMENT IN CONNECTION WITH ITS ENERGY SAVINGS IMPROVEMENT PROGRAM

WHEREAS, The Board of Education of the Township of Pequannock in the County of Morris, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the legal entity and territorial area governed by the Board) has selected Honeywell Energy Services Group (“Honeywell”) to serve as its Energy Services Company (“ESCO”) to assist with the implementation of its Energy Savings Improvement Program, which is expected to include provision for a solar power purchase agreement among its proposed energy conservation measures; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.1 *et seq.* and as prescribed by Local Finance Notice 2009-10, dated June 12, 2009, the Board may use competitive contracting in lieu of public bidding for procurement of a solar power purchase agreement; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to pass a resolution authorizing the use of competitive contracting; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(b), 4.4, 4.5 and 4.6, which constitute the competitive contracting process, including the preparation of a request for proposals (“RFP”), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid RFP, must be administered by the Board’s purchasing agent, legal counsel or business administrator with the assistance of its ESCO; 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. This Board of Education hereby determines to use competitive contracting pursuant to N.J.S.A. 18A:18A-4.1 *et seq.* and as prescribed by Local Finance Notice 2009-10, dated June 12, 2009, for the selection of a qualified power purchase agreement provider (“PPA Provider”), to assist with a proposed solar project to be undertaken in accordance with the School District’s Energy Savings Improvement Program, and authorizes its ESCO, Honeywell, with the assistance of counsel, to prepare a request for proposals (again, “RFP”) for the solicitation of the PPA Provider, to publish such solicitation as required by law and to take other steps necessary to enable the School District to enter into a power purchase agreement with the provider selected in accordance with the RFP. Other appropriate representatives of the School District are hereby authorized and directed to assist in the preparation, publication and review of the RFP and the proposals as permitted and required by law. Any actions therefor taken prior hereto in furtherance of the foregoing, be and hereby are ratified and deemed authorized by this resolution.

Section 2. This resolution shall take effect immediately.

Motion by: Senyk	Second by: Ciresi	Roll Call Vote: 9-0-0
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WORKSHOP DISCUSSION ITEMS

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mrs. Cara Shenton, Chair

Discussion:

Emergency Sub Rates

Competitive sub rates provide an inducement for subs to stay. We will continue with the current rates through June and then re-evaluate for next year. The sub services support us and help keep schools open when staff is quarantined.

NJDOH Update (1.19.21)

If the numbers are in the red, students cannot be in the buildings. The Health and Safety Committee is meeting this week and as of yet, there will be no changes to our plan. Mr. Portas reviewed contact tracing.

SGO Guidance

SGOs will not count for teachers' scores this year. There is no guidance for administrators yet. Student recovery will be a multi-year process.

Publicizing Academies

A suggestion is to include the high school marketing class to provide input as to how to publicize the academies.

Action Items for the February 22, 2021 Regular Business Meeting:

- PMC-131-21
- PMC-xxx-21 Acceptance of Resignation for the Purpose of Retirement
- PMC-xxx-21 Accept Resignation - 2020-2021 School Year
- PMC-xxx-21 Approval of Appointment - 2020-2021 School Year

RESOLUTION NO. PMC-xxx-21

ACCEPTANCE OF RESIGNATION FOR THE PURPOSE OF RETIREMENT

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

NAME	POSITION	EFFECTIVE DATE
xxx	ABA/Community Inclusion Aide North Boulevard School	6/30/2021

RESOLUTION NO. PMC-xxx-21

ACCEPT RESIGNATION - 2020-2021 SCHOOL YEAR

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

NAME	ASSIGNMENT	EFFECTIVE DATE
xxx	.7 Special Education Aide North Boulevard School	On or about 3/20/2021

RESOLUTION NO. PMC-xxx-21
APPROVAL OF APPOINTMENT - 2020-2021 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following personnel in the Pequannock Township School District:

NAME	POSITION	EFFECTIVE DATES	SALARY
xxx	Assistant Softball Coach Pequannock Township High School	3/1/2021-6/30/2021 Spring Season	Step 1, \$3,306

CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

Mrs. Danielle Esposito, Chair

Discussion:

PV Elective Offerings

The PV trimester schedule was recently converted to four marking periods to align with the high school. This change can accommodate new elective offerings. Mrs. Esposito suggested getting student feedback on courses at the end of the school year.

Math Program

Teachers were split on the usefulness of math workbooks. It was suggested to not purchase new materials if the math program may eventually change.

Action Items for the February 22, 2021 Regular Business Meeting:

- CIS-54-21
- CIS-xx-21 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-xx-21 Approval of New and Revised Curriculum and Payment to Writers

RESOLUTION NO. CIS-xx-21

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
3/18, 3/19/21	N. Noa	Nat’l American Choral Directors Assoc.	\$179.00	n/a	n/a	\$179.00

RESOLUTION NO. CIS-xxz-21

APPROVAL OF NEW AND REVISED CURRICULUM AND PAYMENT TO WRITERS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new and revised curricula aligned to the NJ Student Learning Standards and payment to the writers as per PTEA Agreement Article 30, A.6.m, \$183 per diem.

<u>TITLE</u>	<u>DAYS ALLOTTED</u>
<i>PV Curricula:</i>	
Flying Machines	XXX - 1.5 Days (\$274.50)
Global Perspectives	n/a
Robotics	XXX - .75 Days (\$137.25)
Tinker CAD/3D Printing	XXX - 1.5 Days (\$274.50)
Video Production	n/a

FINANCE, FACILITIES, AND ATHLETICS

Mr. Brian Senyk, Chair

Discussion:

Air Purifiers

The air purifiers have been installed in every classroom, which provides another layer of risk reduction and improved performance.

Property Discussion

The Board discussed possible uses such as board offices and preschool expansion. The Board would like to have a deeper conversation in an upcoming executive session.

School Projects

Projects at Hillview and the High School were put on hold due to labor issues and possible postponement of school, but now they can move forward.

ESIP

The RFP for the solar project is in accordance with the district’s Energy Savings Improvement Program (ESIP).

Tuition Rates

A discussion of parent paid tuition ensued with a consensus of raising tuition at least 5% from \$8,000 to \$8,400.

Action Items for the February 22, 2021 Regular Business Meeting:

- FFA-97-21 Transfer of Funds for January 2021
- FFA-xx-21 Payment of Bills - January 20, 2021 to February 22, 2021
- FFA-xx-21 Approval of Financial Reports/Monthly Certification for January 2021
- FFA-xx-21 Monthly Reports from Schools and Programs for January 2021
- FFA-xx-21 Approval of Settlement Agreement Student #2750439
- FFA-xx-21 Approval of Submission of Waiver to Executive County Superintendent for Special Education Medicaid Initiative (SEMI) Program

RESOLUTION NO. FFA-96-21

TRANSFER OF FUNDS FOR JANUARY 2021

RESOLVED, that the Board of Education approves the transfer of funds within the 2020-2021 budget from January 1, 2021 through January 31, 2021 in accordance with the attached list, which shall become a part of the record.

RESOLUTION NO. FFA-xx-21

PAYMENT OF BILLS – JANUARY 20, 2021 TO FEBRUARY 22, 2021

RESOLVED, that the Board of Education approves the Bills List, from January 20, 2021 to February 22, 2021, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	
Capital Projects Fund 30	
Food Service Fund 6x	

RESOLUTION NO. FFA-xx-21

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR JANUARY 2021

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for January 2021.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2021, 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 January 2021, 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.

RESOLUTION NO. FFA-xx-21

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR JANUARY 2021

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of January 2021 for the High School Activities Account, the High School Interscholastic Athletic Account; the Pequannock Valley School Student Activities Account; and Pomptonian.

RESOLUTION NO. FFA-xx-21

APPROVAL OF SETTLEMENT AGREEMENT STUDENT #2750439

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, hereby approves and accepts the Settlement Agreement for student #2750439.

RESOLUTION NO. FFA-xx-21

APPROVAL OF SUBMISSION OF WAIVER TO EXECUTIVE COUNTY SUPERINTENDENT FOR SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM

RESOLVED, that the Pequannock Township Board of Education approves the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2021-2022, and

WHEREAS, the Pequannock Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students;

THEREFORE BE IT RESOLVED, that the Pequannock Township Board of Education hereby authorize the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2021-2022 school year.

POLICY

Ms. Megan Dempsey, Chair

Discussion:

Federal Guidelines - Prayer and Religious Expression - Policy 2270

This policy was updated to align with the NJDOE 2020 Guidance on Constitutionally Protected Prayer.

Drone Use - Policy 7481

It was determined that this policy meets the needs of the STEM program.

Disaffected Students – Policy 5550 and Public Relations Program – Policy 9120

Policies were updated from “pupil” to “student.”

Student Elopement – Regulation 8425

Regulation updated to include use of Share 911 app to activate missing student alert.

Action Items for the February 22, 2021 Regular Business Meeting:

P-18-21

P-xx-21 Approval of New and Revised Board Policies and Regulations for First Reading

RESOLUTION NO. P-xx-21

APPROVAL OF NEW AND REVISED BOARD POLICIES 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>	2270 - Religion in the Schools
<i>Students</i>	5550 - Disaffected Students
<i>Operations</i>	8425R - Student Elopement
<i>Community</i>	9120 - Public Relations Program

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.

- Meg McBurney of Pompton Plains referred to current CDC guidelines and would like to see students spend more time in school. She suggested eliminating the Wednesday cleaning day and extending the school day beyond 2:00 pm.
- Amy Ferranti of Pompton Plains inquired if staff has been asked if they want a vaccine. She expressed that she would like to see school open full time.

Mr. Portas responded that schools are the safest places. He pointed out that a longer day would require a lunch block. In terms of vaccines, staff cannot be required to be vaccinated. He explained that the regional matrix dictates what we can do and currently we are high risk.

OLD BUSINESS

None

NEW BUSINESS

The Board Retreat will be a hybrid meeting with the Board in person and Administrators on Zoom.

BOARD MEMBER ANNOUNCEMENTS

- Mr. Blumert expressed his thanks for the condolences he received.
- Mr. Senyk attended the SEPAC meeting.

ADJOURNMENT OF PUBLIC MEETING

Motion by: Ciresi	Second by: Esposito	Voice Vote: 9-0-0	Time: 8:44 pm
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Respectfully,


 Sallyann McCarty
 Board Secretary

FUTURE PUBLIC BOARD MEETINGS

Tuesday, February 16, 2021	Board Retreat	6:00 pm	PTHS
Monday, February 22, 2021	Regular Business Meeting	7:00 pm	PTHS
Tuesday, March 16, 2021	Workshop Meeting Agenda	7:00 pm	PTHS