



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

**WORKSHOP MEETING MINUTES  
SEPTEMBER 6, 2022**

**CALL TO ORDER**

The September 6, 2022 Workshop Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order at 7:00 pm in the Pequannock Township High School Auditorium, 85 Sunset Road, Pompton Plains, NJ 07444 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
	Mrs. Danielle Esposito	Mr. Timothy Gitin	Mr. Greg MacSweeney
	Mr. Brian Senyk	Mrs. Cara Shenton	Mr. Leonard Smith

ALSO PRESENT: Michael Portas, Superintendent  
Gordon E. Gibbs, School Business Administrator/Board Secretary  
Dr. Elizabeth Sheridan, Director of Curriculum  
Jaclyn M. Morgese, 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**

Board President's Report – Mr. Joseph Blumert

Welcomed all to the last meeting before school begins. Reported that he addressed the staff at PD Day, where there was great energy. Thanked Mr. Hayzler and staff and the students who participated.

Superintendent's Report – Mr. Michael Portas

Announced that the staff PD Day was a great opening to the school year. Welcomed all staff and students. Commented that the best keynote speakers were the students. Reported that the new turf field is being utilized and the feedback is positive. Reported that there will be a delay in the use of the turf for Memorial Field and there is a back up plan to use Stadium Field.

HIB Score Report (2020-21) – posted on the website

School Business Administrator's Report – Mr. Gordon E. Gibbs

Reported that the resolution to approve BTU Consultants will enable the district to continue to receive a cost savings for e-rate services. Also reported that proceeds from extraordinary aid received will go towards special education needs. Stated that, in working with FEMA, some COVID supplies purchased last year may be reimbursable. Applied for a grant from the NJ School Authority for reimbursement of a boiler.

**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

Mr. Sam Ciresi, Chair

PMC-44-23	Amend Resignation - 2022-2023 School Year
PMC-45-23	Approval to Amend Appointments - 2022-2023 School Year (PMC-05-23)
PMC-46-23	Approval to Amend Reappointment & Assignment of Certificated Staff - 2022-2023 School Year (PMC-178-22)
PMC-47-23	Approval to Rescind Appointment of Work Based Learning Student Employee - 2022-2023 School Year (PMC-30-23)
PMC-48-23	Accept Resignation - 2022-2023 School Year
PMC-49-23	Approval of Appointments - 2022-2023 School Year
PMC-50-23	Approval to Amend Additional Period Assignments - 2022-2023 School Year (PMC-34-23)
PMC-51-23	Approval of Additional Period Assignments - 2022-2023 School Year
PMC-52-23	Approval of Stipend For Additional Responsibilities - 2022-2023 School Year
PMC-53-23	Approval of Extra-Curricular Stipend Positions - 2022-2023 School Year
PMC-54-23	Approval of Interscholastic Sports Stipend Position - 2022-2023 School Year
PMC-55-23	Approval of Child Study Team Summer Hours - 2022 Summer Session
PMC-56-23	Approval of Medical and/or Family Leave of Absence - 2022-2023 School Year

### RESOLUTION NO. PMC-44-23

#### **AMEND RESIGNATION - 2022-2023 SCHOOL YEAR**

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

NAME	ASSIGNMENT	EFFECTIVE DATE
Rinish, Andrea	French/Spanish Teacher Pequannock Township High School	8/31/2022

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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### RESOLUTION NO. PMC-45-23

#### **APPROVAL TO AMEND APPOINTMENTS - 2022-2023 SCHOOL YEAR (PMC-05-23)**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, amends 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 per Policies 3160 & 4160. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

NAME	POSITION	EFFECTIVE DATES (on or about)	SALARY
Haddad, Amy <i>Replacing Patrick Cooper</i>	Special Education Teacher Pequannock Township High School	9/19/2022-6/30/2023	MA, Step 11 \$71,545 (prorated)
Wilson, Gabrielle <i>Replacing Ami Anton</i>	Special Education/LLD Hillview School	9/16/2022-6/30/2023	MA, Step 6 \$64,220 (prorated)

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-46-23****APPROVAL TO AMEND REAPPOINTMENT & ASSIGNMENT OF CERTIFICATED STAFF - 2022-2023 SCHOOL YEAR (PMC-178-22)**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to amend the reappointment and assignment of certificated staff members at the following locations for the 2022-2023 school year. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

LAST NAME	FIRST NAME	SCHOOL	ASSIGNMENT	LEVEL	STEP	SALARY	LONGEVITY
Caufield	Gregory	PTHS	Special Education/LLD/WBL	BA+30	20	\$92,245	\$338
Schneider	Nicola	District	.7 Behaviorist	MA+30	16	\$61,562	

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-47-23****APPROVAL TO RESCIND APPOINTMENT OF WORK BASED LEARNING STUDENT EMPLOYEE - 2022-2023 SCHOOL YEAR (PMC-30-23)**

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

NAME	POSITION	EFFECTIVE DATES	SALARY
Mulhall, Holly	WBL Student Employee - Lunch Aide & Job Shadowing - Teacher	9/8/2022-6/30/2023	\$13/hour Not to exceed 25 hours

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-48-23****ACCEPT RESIGNATION - 2022-2023 SCHOOL YEAR**

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

NAME	ASSIGNMENT	EFFECTIVE DATE
Tufaro, Carole	.7 Special Education Aide Pequannock Valley School	8/30/2022

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-49-23****APPROVAL OF APPOINTMENTS - 2022-2023 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 per Policies 3160 & 4160. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

NAME	POSITION	EFFECTIVE DATES (on or about)	SALARY
Hagens, Jacqueline <i>Replacing Lori George</i>	ABA/Community Inclusion Aide North Boulevard School	9/1/2022-6/30/2023	Step 2 \$20,440
Manginelli, Mark <i>Replacing Eric Santos</i>	Custodian District	9/22/2022-6/30/2023	Step 7 \$43,175 (prorated)
Wickey, William <i>Replacing Andrea Rinish</i>	French/Spanish Teacher Pequannock Township High School	9/1/2022-6/30/2023	MA, Step 15 \$81,395

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-50-23**

**APPROVAL TO AMEND ADDITIONAL PERIOD ASSIGNMENTS - 2022-2023 SCHOOL YEAR (PMC-34-23)**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, amends the following personnel for additional period assignments/supervisory duty for the 2022-2023 school year, prorated, per Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

NAME	SCHOOL	FREQUENCY	SUBJECT	EFFECTIVE DATES	SALARY
Hanas, Lindsey <i>6th Period Assignment</i>	Pequannock Township High School	45 minutes/day 3 days/week	Introduction to Flight	9/1/2022-6/30/2023	<b>\$3,476.40</b>
Rescigno, Bryan <i>6th Period Assignment</i>	Pequannock Township High School	45 minutes/day 3 days/week	Forensics	9/1/2022-6/30/2023	<b>\$3,476.40</b>

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-51-23**

**APPROVAL OF ADDITIONAL PERIOD ASSIGNMENTS - 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel for additional period assignments/supervisory duty for the 2022-2023 school year, prorated, per Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

NAME	SCHOOL	FREQUENCY	SUBJECT	EFFECTIVE DATES	SALARY
Madison, Megan <i>5th Period Assignment</i>	Pequannock Valley School	60 minutes/day 5 days/week	Science	9/1/2022-6/30/2023	\$7,725
Gallanthen, Gena <i>5th Period Assignment</i>	Pequannock Valley School	60 minutes/day 5 days/week	Science	9/1/2022-6/30/2023	\$7,725
Donch, Denise <i>5th Period Assignment</i>	Pequannock Valley School	60 minutes/day 5 days/week	Science	9/1/2022-6/30/2023	\$7,725
Adams, Brenda <i>5th Period Assignment</i>	Pequannock Valley School	60 minutes/day 5 days/week	Science	9/1/2022-6/30/2023	\$7,725

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-52-23****APPROVAL OF STIPEND FOR ADDITIONAL RESPONSIBILITIES - 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves a stipend in the amount of \$750 for Mr. Richard Hayzler, Principal, Pequannock Township High School, for assuming additional responsibilities as Acting Pequannock Township High School Guidance Supervisor from August 1, 2022 through on or about September 20, 2022, and \$750 for Ms. Helena Branco, Supervisor of Student Services, PreK-5, for assuming additional responsibilities as Acting Supervisor of Student Services, 6-12 from August 1, 2022 through on or about September 20, 2022.

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-53-23****APPROVAL OF EXTRA-CURRICULAR STIPEND POSITIONS - 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following stipends for the 2022-2023 school year, per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. \*\*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. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

**Pequannock Township High School**

LAST NAME	FIRST NAME	POSITION	STIPEND
Haddad	Amy	Detention Supervisor [Saturday]	\$1,327.50
McGreevy	Danielle	Detention Supervisor [Saturday]	\$1,327.50

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-54-23****APPROVAL OF INTERSCHOLASTIC SPORTS STIPEND POSITION - 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following district personnel as coaches/volunteers for the 2022-2023 school year, per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

**Fall, 2022**

LAST NAME	FIRST NAME	ASSIGNMENT	SCHOOL	STEP	STIPEND
DeBell	Jeffrey	Assistant Boys Soccer	PTHS	M	\$5,431

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-55-23****APPROVAL OF CHILD STUDY TEAM SUMMER HOURS - 2022 SUMMER SESSION**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves Child Study Team personnel to perform approved services not to exceed the hours limits specified below, between July 1, 2022 and August 31, 2022, per the 2019-2022 collective bargaining agreement.

NAME	POSITION	SALARY	HOURLY RATE
McGreevy, Danielle	Psychologist	\$67,240	\$56.03 <i>Not to exceed 60 hrs</i>

Motion by: Ciresi	Second by: MacSweeney	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-56-23**

**APPROVAL OF MEDICAL AND/OR FAMILY LEAVE OF ABSENCE - 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the disability medical leave, child care or family leave of absence under the Family Medical Leave Act and the New Jersey Family Leave Act as follows. Staff using sick leave during the temporary disability period will be paid salary with health benefits coverage, if eligible.

EMPLOYEE ID	DISABILITY LEAVE (on or about)	SICK/PERSONAL/ VACATION DAYS TO BE USED	UNPAID ABSENCE (on or about)	RETURN TO WORK DATE (on or about)
#4450	9/6/2022-10/3/2022	20 days	10/4/2022-10/23/2022	10/24/2022

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

**Mr. Brian Senyk, Chair**

FFA-25-23	Transfer of Funds for July 2022
FFA-26-23	Approval of Financial Reports/Monthly Certifications for July 2022
FFA-27-23	Monthly Reports from Schools and Programs for July 2022
FFA-28-23	Acceptance of 2022-2023 Funding Statement for Services under Chapters 192 and 193
FFA-29-23	Acceptance of 2021-2022 School Aid for Additional or Compensatory Special Education and Related Services (ACSERS)
FFA-30-23	Acceptance of Annual Emergency Operations Plans for the 2022-2023 School Year
FFA-31-23	Approval of Agreement with BTU Consultants for E-Rate Services for 2022-2023
FFA-32-23	Approval of Application to FEMA for Reimbursement of COVID Supplies
FFA-33-23	Approval of Grant Application with State of New Jersey School Development Authority
FFA-34-23	Approval of Settlement Agreement for Student #3020345

### **RESOLUTION NO. FFA-25-23**

#### **TRANSFER OF FUNDS FOR JULY 2022**

RESOLVED, that the Board of Education approves the transfer of funds within the 2022-2023 budget from July 1, 2022 through July 31, 2022, in accordance with the attached list, which shall become a part of the record.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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### **RESOLUTION NO. FFA-26-23**

#### **APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATIONS FOR JULY 2022**

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for July 2022.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of July 2022, 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 July 2022, 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: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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### **RESOLUTION NO. FFA-27-23**

#### **MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR JULY 2022**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of July 2022 for the High School Activities Account, the High School Interscholastic Athletic Account; and the Pequannock Valley School Student Activities Account.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-28-23****ACCEPTANCE OF 2022-2023 FUNDING STATEMENT FOR SERVICES UNDER CHAPTERS 192 AND 193**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the 2022-2023 Funding Statement for Services under Chapters 192 and 193, from the State of New Jersey, Department of Education, as per the attached.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-29-23****ACCEPTANCE OF 2021-2022 SCHOOL AID FOR ADDITIONAL OR COMPENSATORY SPECIAL EDUCATION AND RELATED SERVICES (ACSERS)**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the 2021-2022 school aid for Additional or Compensatory Special Education and Related Services (ACSERS), from the State of New Jersey, Department of Education, as per the attached.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-30-23****ACCEPTANCE OF ANNUAL EMERGENCY OPERATIONS PLANS FOR THE 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the annual Emergency Operations Plan for each school for the 2022-2023 school year. These plans identify emergency evaluation, emergency sheltering, facilities shutdowns, evacuee reception, media contact information, and school violence, pursuant to N.J.A.C. 6A:16-5.1.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-31-23****APPROVAL OF AGREEMENT WITH BTU CONSULTANTS FOR E-RATE SERVICES 2022-2023**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves an agreement with BTU Consultants for E-Rate filing services for the 2022-2023 school year in the amount of \$10,920.00 for broad banding access and broad banding internal connections and/or maintenance.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-32-23****APPROVAL OF APPLICATION TO FEMA FOR REIMBURSEMENT OF COVID SUPPLIES**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the FEMA Grant application for the reimbursement of supplies purchased to sanitize the school buildings during the COVID epidemic.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-33-23**

**APPROVAL OF GRANT APPLICATION WITH STATE OF NJ SCHOOL DEVELOPMENT  
AUTHORITY**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the grant application for the reimbursement of Capital Projects from the State of New Jersey School Development Authority in the amount of \$50,813.00.

Motion by: Senyk	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-34-23**

**APPROVAL OF SETTLEMENT AGREEMENT FOR STUDENT #3020345**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, hereby approves and accepts the Settlement Agreement for student #3020345

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

### PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mr. Sam Ciresi, Chair

#### Discussion:

##### Attestation for Virtual or Remote Instruction

Mr. Portas explained that we need to have this plan in place for the 2022-2023 school year, as a State requirement, in the event that we need to go remote. However, it is not the intention to have the plan implemented.

##### District Goals

Mr. Portas reviewed the District goals, developed at the Administrative Retreat. He noted that the point in common with all three goals is measurable academic gains.

##### Staffing Update

Mr. Portas reported that we are fully staffed aside from one position at the middle school.

##### Superintendent's Goals

Mr. Portas discussed the importance of his qualitative and quantitative goals.

#### Action Items for September 19, 2022 Regular Business Meeting:

PMC-57-23

PMC-XX-23 Accept Resignations - 2022-2023 School Year  
PMC-XX-23 Approval of Movement on the Salary Guide - 2022-2023 School Year  
PMC-XX-23 Approval of Extra-Curricular Stipend Position - 2022-2023 School Year  
PMC-XX-23 Approval of Superintendent Merit Goals and Scoring Plan for the 2022-2023 School Year  
PMC-XX-23 Approval of the Statement of Assurance Regarding the Attestation for a Virtual or Remote Instruction Plan for the 2022-2023 School Year

### RESOLUTION NO. PMC-XX-23

#### ACCEPT RESIGNATIONS - 2022-2023 SCHOOL YEAR

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

NAME	ASSIGNMENT	EFFECTIVE DATE
XXXXXX	XXXXXX XXXXXX	XXXXXX
XXXXXX	XXXXXX XXXXXX	XXXXXX
XXXXXX	XXXXXX XXXXXX	XXXXXX

### RESOLUTION NO. PMC-XX-23

#### APPROVAL OF MOVEMENT ON THE SALARY GUIDE - 2022-2023 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. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

**Effective September 1, 2022**

NAME	ASSIGNMENT/SCHOOL	FROM	TO
XXXXXX	XXXXXX XXXXXX	XXXXXX XXXXXX	XXXXXX XXXXXX

**RESOLUTION NO. PMC-XX-23**

**APPROVAL OF EXTRA-CURRICULAR STIPEND POSITION - 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following stipend for the 2022-2023 school year, per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. \*\*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. (Salaries & Guide placement represent the 2019-2022 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

**Pequannock Township High School**

LAST NAME	FIRST NAME	POSITION	STIPEND
XXXXXX	XXXXXX	XXXXXX	XXXXXX

**RESOLUTION NO. PMC-XX-23**

**APPROVAL OF SUPERINTENDENT MERIT GOALS AND SCORING PLAN FOR THE 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves one (1) Qualitative and one (1) Quantitative merit goals for the Superintendent of Schools, for review and approval of the Executive County Superintendent, for attainment of merit criteria, according to *N.J.A.C. 6A:23A-3.1(e)11*.

<b>Qualitative</b>	The superintendent will develop and publish an administrators' handbook before the end of the 2022-23 school year (applicable to directors, principals, assistant principals, supervisors).
<b>Quantitative</b>	The superintendent will develop and deliver a program to impact students' performance on college placement exams, specifically the Reading and Writing sections of the SAT. The program will include staff training (4 sessions) and community outreach (6 sessions).

**RESOLUTION NO. PMC-XX-23**

**APPROVAL OF THE STATEMENT OF ASSURANCE REGARDING THE ATTESTATION FOR A VIRTUAL OR REMOTE INSTRUCTION PLAN FOR THE 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the annual Attestation for a Virtual or Remote Instruction Plan for the 2022-2023 school year for submission to the Executive County Superintendent by September 30, 2022.

## **CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES**

**Mrs. Danielle Esposito, Chair**

### **Discussion:**

#### **EduPlanet Implementation Plan**

Dr. Sheridan discussed the value in a shift from daily lesson plans to unit plans and the use of EduPlanet in the implementation.

#### **Professional Development**

Dr. Sheridan provided examples of professional development opportunities for teachers throughout the school year.

#### **3:1 Model**

Dr. Sheridan discussed the implementation of the roll out model and the positive approach it brings to Related Services.

### **Action Items for September 19, 2022 Regular Business Meeting:**

CIS-17-23

CIS-xx-23	Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
CIS-xx-23	Approval of District Mentors 2022-2023 School Year
CIS-xx-23	Approval of Practicum Student
CIS-xx-23	Approval of Professional Development
CIS-xx-23	Approval of Providers for Services to Students 2022-2023
CIS-xx-23	Approval of Out of District Placement of Student 2022-2023
CIS-xx-23	Approval of School Improvement Panel 2022-2023 - SciP
CIS-xx-23	Approval of District Evaluation Advisory Committee 2022-2023 - DEAC
CIS-xx-23	Approval of Enrichment Program and Facilitators 2022-2023
CIS-xx-23	Approval of Title I Tutoring Program and Facilitators 2022-2023

### **RESOLUTION NO. CIS-xx-23**

#### **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; and

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:

DATES	EMPLOYEE	CONFERENCE/ WORKSHOP LOCATION	REGISTRATION	TRAVEL/ LODGING	SUB COST	ESTIMATED TOTAL EXPENSE
12/8 - 12/12/22	B. Silipena	NADC Conference Nashville, TN	\$380.00	\$2,797.18	n/a	\$3,177.18
11/2/22, 3/2/23	Diana Voltarelli	Tools of the Mind PreK Year 2	\$2,500.00	\$0	\$300.00	\$2,800.00
11/2/22, 3/2/23	Natalie Kelly	Tools of the Mind PreK Year 2	Included in above fee	\$0	\$160.00	\$160.00
11/2/22, 3/2/23	Shannon Felts	Tools of the Mind PreK Year 2	\$2,500.00	\$0	\$300.00	\$2,800.00
11/2/22, 3/2/23	Sue Greff	Tools of the Mind PreK Year 2	Included in above fee	\$0	\$160.00	\$160.00
1/24/23	Diane Tucker	Tools of the Mind PreK Year 3	\$1,750.00	\$0	\$300.00	\$2,050.00

**RESOLUTION NO. CIS-xx-23**

**APPROVAL OF DISTRICT MENTORS 2022-2023 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following teachers as part of the New Staff and/or Novice Provisional Teacher Program and mentors as assigned for the 2022-2023 school year.

Mentee	Certificate	Mentor	School
<u>No Fees</u>			
Danielle Ciccaglione	Standard/Informal		HV
Lori Hecht	Standard/Informal		PTHS
William Wickey	Standard/Informal		PTHS
Erica Pelusio	Standard/Informal	Galina Crocco	HS

**RESOLUTION NO. CIS-xx-23**

**APPROVAL OF PRACTICUM STUDENT**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves Syndi Nardino of Montclair State University School Psychology Program for job shadowing with Shannon Patti for the 2022-2023 school year.

**RESOLUTION NO. CIS-xx-23**

**APPROVAL OF PROFESSIONAL DEVELOPMENT**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves entering into a contract for professional development workshops for staff and parents provided by Inspired Instruction, LLC for two dates in October, 2022, in an amount not to exceed \$3,750.00.

**RESOLUTION NO. CIS-xx-23****APPROVAL OF PROVIDERS FOR SERVICES TO STUDENTS 2022-2023**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following providers for services to students for 2022-2023 School Year:

PROVIDER	SERVICE	FEE
Esther Fridman, M.D. 826 Winthrop Rd, Teaneck, NJ	Psychiatric Evaluation	\$650.00

**RESOLUTION NO. CIS-xx-23****APPROVAL OF OUT-OF-DISTRICT PLACEMENT OF STUDENT 2022-2023**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-district placement for 2022-2023 school year:

STUDENT	PLACEMENT		FEE
# 100226	Morris County Vo-Tech, Part Time	September-June	\$6,631.00

**RESOLUTION NO. CIS-xx-23****APPROVAL OF SCHOOL IMPROVEMENT PANEL 2022-2023 - ScIP**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the School Improvement Panel for school year 2022-2023, as follows:

- Hillview School:
- North Boulevard School:
- S.J. Gerace School:
- Pequannock Valley School:
- Pequannock Twp. High School:

**RESOLUTION NO. CIS-xx-23****APPROVAL OF DISTRICT EVALUATION ADVISORY COMMITTEE 2022-2023 - DEAC**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the District Evaluation Advisory Committee for school year 2022-2023, as follows:

Central Office Administrator: Dr. Elizabeth Sheridan

Superintendent: Mr. Michael Portas

Administrators Conducting Evaluations: Theodore Loeffler, Matthew Reiner, Allison Stager, John Seborowski, Emily Ringen, Richard Hayzler, Jennifer Mildner, Brian Silipena

Student Services Directors: Helena Branco, Colleen Dorn

Parent(s)/Community: TBD

Board of Education Member(s): Joseph Blumert, Brian Senyk

High School Teacher Representatives:

Middle School Teacher Representative:

Elementary School Teacher Representative:

Appointed at the Discretion of the Superintendent: Oona Abrams, James Bermudez, Greg Jablonski, Edward Kopp, Jill Marotta

ScIP Committee Members:

**RESOLUTION NO. CIS-xx-23****APPROVAL OF ENRICHMENT PROGRAM AND FACILITATORS 2022-2023**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Enrichment Program sessions for the 2022-2023 school year to take place at the three elementary schools before or after regular school hours, and instructional facilitators as listed at a salary prorated for 45 minutes based on 1/200 of the teacher's salary. Program to run October 2022 through May 2023 for Social Studies, Science, Language Arts and Math.

NAME	BUILDING	SALARY (PRORATED)
	SJG	
	HV	
	NB	

**RESOLUTION NO. CIS-xx-23****APPROVAL OF TITLE I TUTORING PROGRAM AND FACILITATORS 2022-2023**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves Title I Tutoring Program and Facilitators for the 2022-2023 school year to take place at Pequannock Valley School, Hillview School, and Stephen J. Gerace School before or after regular school hours, at \$35 per 30-minute session or \$105 per 90-minute evening session for Language Arts and Math. Funding for this program is provided through Elementary and Secondary Education Act (ESEA) Title I funds.

NAMES		



## **FINANCE, FACILITIES, AND ATHLETICS**

**Mr. Brian Senyk, Chair**

### **Discussion:**

#### ESIP update

Mr. Senyk provided an ESIP update.

#### SJG metal roof replacement update

Mr. Senyk reported that the project is near completion.

#### PPA update

Mr. Senyk reported that work is currently being done on the roof.

#### Status of remaining portion of the AC study, including recommendations proposed by the architect

Mr. Senyk explained that the engineering team is working on a plan. A discussion ensued as to what next steps will be. The Board would like to see air conditioning in all schools, so once the technical study is complete, and costs have been reviewed, a decision will be made as to how to move forward.

#### Preschool classrooms

Mr. Gibbs explained that there is a need for additional preschool classrooms and he will provide the options to the Board in Executive Session.

### **Action Items for September 19, 2022 Regular Business Meeting:**

FFA-35-23

FFA-xx-23	Transfer of Funds for August 2022
FFA-xx-23	Payment of Bills - August 23, 2022 to September 19, 2022
FFA-xx-23	Approval of Financial Reports/Monthly Certifications for August 2022
FFA-xx-23	Monthly Reports from Schools and Programs for August 2022
FFA-xx-23	Approval to Accept Donations to the Pequannock Township School District
FFA-xx-23	Declaration of Obsolete Equipment
FFA-xx-23	Approval to Accept Funds from Gov.Deals for Sale of Obsolete Truck
FFA-xx-23	Approval of Cancellation of Outdated Checks from 2021

### **RESOLUTION NO. FFA-xx-23**

#### **TRANSFER OF FUNDS FOR AUGUST 2022**

RESOLVED, that the Board of Education approves the additional transfer of funds within the 2022-2023 budget from August 2022, in accordance with the attached list, which shall become a part of the record.

### **RESOLUTION NO. FFA-xx-23**

#### **PAYMENT OF BILLS – AUGUST 23, 2022 TO SEPTEMBER 19, 2022**

RESOLVED, that the Board of Education approves the Bills List, from August 23, 2022 to September 19, 2022, 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-23**

**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATIONS FOR AUGUST 2022**

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for August 2022.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of August 2022, 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 August 2022, 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-23**

**MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR AUGUST 2022**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of August 2022 for the High School Activities Account, the High School Interscholastic Athletic Account; and the Pequannock Valley School Student Activities Account.

**RESOLUTION NO. FFA-xx-23**

**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 donations to the Pequannock Township School District.

DONATION	TO	DONATED BY

**RESOLUTION NO. FFA-xx-23**

**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)

**RESOLUTION NO. FFA-xx-23**

**APPROVAL TO ACCEPT FUNDS FROM GOV.DEALS FOR SALE OF OBSOLETE TRUCK**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the acceptance of funds, in the amount of \_\_\_\_\_, from the sale of a 2009 Ford F475 Truck, VIN 1FDAF47R89EA11564, declared obsolete and approved by the Board of Education for disposal on April 25, 2022, Resolution No. FFA-147-22.

**RESOLUTION NO. FFA-xx-23**

**APPROVAL OF CANCELLATION OF OUTDATED CHECKS FROM 2021**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, in conjunction with the School Business Administrator, approves the cancellation of all outstanding, stale dated checks issued in fiscal year 2021 as follows:

**General Account**

DATE	CHECK #	AMOUNT	VENDOR NAME	DESCRIPTION
8/23/21	76215	\$39.06	Becker School Supplies	Not Cashed

9/27/21	76446	\$190.00	Barbosa	Not Cashed
9/27/21	76453	\$95.00	Celletti	Not Cashed

#### High School Student Activities

3/25/21	701290	\$6.00	Biggs	Not Cashed
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#### PV Student Activities

11/5/19	800502	\$37.06	Kaye	Not Cashed
6/16/20	800558	\$10.00	Cialkowski	Not Cashed
6/16/20	800576	\$87.00	Dabice	Not Cashed
6/16/20	800600	\$87.00	Fahey	Not Cashed
6/16/20	800631	\$87.00	Hagen	Not Cashed
6/16/20	800710	\$87.00	Ortega	Not Cashed
6/30/20	800826	\$115.00	Corsi	Not Cashed

#### Cafeteria Account

7/21/21	2367	\$146.65	Ameti	Not Cashed
7/21/21	2413	\$6.00	Milillo	Not Cashed

## **POLICY**

**Ms. Megan Dempsey, Chair**

### **Discussion:**

#### **Follow up on Policy 2322 - Honors Program**

Mrs. Dempsey reported that the last update to this policy was in 2010, so it may be a good time to review it now. Mr. Portas will ask the Administrative Team for input.

#### **Follow up on Policy 2426 - Study Skills**

Mrs. Dempsey reported on the need to modernize the language of this policy. Dr. Sheridan suggested that the policy could be more aligned with what we are doing.

### **Action Items for September 19, 2022 Regular Business Meeting:**

P-05-23

P-xx-23            Approval of Revised Policy for First Reading

### **RESOLUTION NO. P-xx-23**

#### **APPROVAL OF REVISED BOARD POLICY FOR FIRST READING**

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

<b>MANUAL SECTION</b>	<b>POLICY/REGULATION(R)</b>
<i>Students</i>	5460.1 - Commencement Activities

## 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.

None

## OLD BUSINESS

Mrs. Dempsey asked for an update on the Academy Advisory Board. Mr. Portas reported that students provided good input at the meeting last May. Mr. Kopp, as the new STEM Supervisor, will provide more consistent communication. Mr. Blumert commented that he would like to see more advertising of the academies. Mrs. Shenton asked if there could be a presentation on the academies at an upcoming meeting.

## NEW BUSINESS

Mr. Blumert asked Mr. Gibbs to look at timelines for RFPs on vendor contracts. Mr. Portas reported that he attended a focus group meeting at the public library where a strategic plan was discussed. Mr. Senyk inquired as to when Charlene Peterson, NJSBA Field Representative, will return to provide training. Mr. Smith gave a shout out to the teachers and asked them not to be afraid to try new things. He wished them good luck in the upcoming school year and commented that they make a difference.

## BOARD MEMBER ANNOUNCEMENTS

Mr. Ciresi commented that the Board is here because of Thursday, the first day of school. He went on to say that the recent football game was great for the town. Mr. Portas agreed and said that you could feel the energy.

## 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 facilities, personnel, and attorney – client privilege, matters. No action will be taken. Said matters will be made public upon their disposition.

Motion by: MacSweeney	Second by: Shenton	Voice Vote: 9-0-0	Time: 8:47 pm
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## ADJOURNMENT OF PUBLIC MEETING

Motion by: MacSweeney	Second by: Esposito	Voice Vote: 9-0-0	Time: 9:59 pm
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Respectfully,



Gordon E. Gibbs  
Board Secretary

## FUTURE PUBLIC BOARD MEETINGS

Monday, September 19, 2022	Regular Business Meeting	7:00 P.M.	Cedar Crest
Monday, October 3, 2022	Workshop Meeting	7:00 P.M.	PTHS