

**TOWNSHIP OF PEQUANNOCK
BOARD OF EDUCATION**

**WORKSHOP MEETING MINUTES
MARCH 4, 2024**

CALL TO ORDER

The March 4, 2024 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 Brian Senyk, 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 (arrived 7:01 pm)	Mrs. Danielle Esposito
	Mr. Timothy Gitin	Mr. Greg MacSweeney
	Mr. Brian Senyk	Mrs. Cara Shenton

ABSENT: Mr. Vincent Pompeo

ALSO PRESENT: Michael Portas, Ed.D., Superintendent
Gordon E. Gibbs, School Business Administrator/Board Secretary
Elizabeth Sheridan, Ed.D., Director of Curriculum
Emily and Caitlin Zegler, Student Representatives
Jaclyn M. Morgese, Esq., Board Attorney

FLAG SALUTE

President's Report - Mr. Brian Senyk

Recognized the student track and wrestling achievements. Welcomed input from preschool parents in the discussion on changes in preschool start and end times.

Student Representative Report - Emily and Caitlin Zegler

Reported on activities at PTHS including winter sports successes, World Language Honor Society induction, upcoming assessments for juniors, Allied Health Academy student certifications, digital SATs at PTHS, College Fair.

Superintendent's Report - Dr. Michael Portas

Excited for Read Across America. Attended events at SJG including being a mystery reader, the Blue and Gold pep rally, and the science fair. Attended the Rotary dinner where support for mental health issues was discussed.

Student Recognition - Ryan Trocolar, Group 1 State Champion for 400m Indoor Track

School Business Administrator's Report - Mr. Gordon Gibbs

Reported that the budget process is ongoing with state aid figures received and budget numbers being finalized. Reported that media center roof repairs at the high school will begin March 18th and will be covered by the insurance company in the amount of \$119,000. Reminded those who have not yet completed their financial disclosure statements to reach out if they have questions. Announced that the ninth Zoning Board of Adjustment meeting for the One School Global facility will be held on Tuesday, April 30th, at PTHS.

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.

- Steve Pomroy of Pompton Plains expressed concern regarding preschool class time being decreased by 45 minutes and specials being cut. He made suggestions for efficiencies including incorporating an aftercare program.
- Kelley Acker of Pompton Plains asked how the decrease in preschool class time affects students with IEPs.

Dr. Portas responded to preschool time change concerns. He remarked that the change is not focused on efficiency but effectiveness, per teacher recommendation. The students will have more class time with their teachers, who have been trained in Tools of the Mind, and difficult transitions for the students will be lessened. He explained that the collective bargaining agreement sets parameters for prep time. Specials will be looked at, however scheduling of elementary programs can be challenging. He mentioned that the district will be going out for an RFP for aftercare for the 2024-2025 school year. He commented that he needs input from the child study team on mandated class time for students with IEPs.

APPROVAL OF ACTION ITEMS

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mr. Sam Ciresi, Chair

PMC-203-24	Acceptance of Reports - 2023-2024 School Year
PMC-204-24	Acceptance of Resignation - 2023-2024 School Year
PMC-205-24	Approval of Work Based Learning Student Employee - 2023-2024 School Year
PMC-206-24	Approval to Amend Medical and/or Family Leave of Absence - 2023-2024 School Year (PMC-196-24)
PMC-207-24	Approval of Medical and/or Family Leave of Absence - 2023-2024 School Year

RESOLUTION NO. PMC-203-24

ACCEPTANCE OF REPORTS - 2023-2024 SCHOOL YEAR

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

- Enrollment Report
- Suspension Reports

Motion by: Ciresi	Second by: Esposito	Roll Call Vote: 8-0-0
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RESOLUTION NO. PMC-204-24

ACCEPTANCE OF RESIGNATION - 2023-2024 SCHOOL YEAR

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

NAME	ASSIGNMENT	EFFECTIVE DATE (on or about)
Lapone, Meghan	Math Teacher Pequannock Township High School	4/21/2024

Motion by: Ciresi	Second by: Esposito	Roll Call Vote: 8-0-0
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RESOLUTION NO. PMC-205-24

APPROVAL OF WORK BASED LEARNING STUDENT EMPLOYEE - 2023-2024 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following Work Based Learning Student Employee in the Pequannock Township School District.
**pending full satisfaction of requisite New Jersey Department of Education and District employment criteria:

NAME	POSITION	EFFECTIVE DATES	SALARY
Messina, Sierra	WBL Student Employee - Lunch Aide Elementary Schools	2/21/2024-6/30/2024	\$15.13/hour Not to exceed 25 hours

Motion by: Ciresi	Second by: Esposito	Roll Call Vote: 8-0-0
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RESOLUTION NO. PMC-206-24**APPROVAL TO AMEND MEDICAL AND/OR FAMILY LEAVE OF ABSENCE - 2023-2024 SCHOOL YEAR (PMC-196-24)**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves to amend 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. Employee's leave under FMLA running concurrent with NJFLA shall be unpaid; however, health benefits will continue.

EMPLOYEE ID	DISABILITY LEAVE (on or about)	SICK/PERSONAL/ VACATION DAYS TO BE USED	FMLA LEAVE (on or about)	NJFLA LEAVE (on or about)	UNPAID DAYS	RETURN TO WORK DATE (on or about)
#4177	2/5/2024-3/25/2024	N/A	2/5/2024-3/25/2024	N/A	N/A	3/26/2024

Motion by: Ciresi	Second by: Esposito	Roll Call Vote: 8-0-0
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RESOLUTION NO. PMC-207-24**APPROVAL OF MEDICAL AND/OR FAMILY LEAVE OF ABSENCE - 2023-2024 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. Employee's leave under FMLA running concurrent with NJFLA shall be unpaid; however, health benefits will continue.

EMPLOYEE ID	DISABILITY LEAVE (on or about)	SICK/PERSONAL/ VACATION DAYS TO BE USED	FMLA LEAVE (on or about)	NJFLA LEAVE (on or about)	UNPAID DAYS	RETURN TO WORK DATE (on or about)
#3199	N/A	N/A	2/26/2024-5/19/2024	N/A	N/A	5/20/2024
#5424	2/26/2024-5/12/2024	N/A	N/A	N/A	2/26/2024-5/12/2024	5/13/2024

Motion by: Ciresi	Second by: Esposito	Roll Call Vote: 8-0-0
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CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

Mr. Greg MacSweeney, Chair

CIS-73-24	Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
CIS-74-24	Approval of Student Field Trips
CIS-75-24	Approval of Enrichment Program and Facilitators 2023-2024
CIS-76-24	Approval of Professional Day Presenters

RESOLUTION NO. CIS-73-24

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
3/14/24	Scillieri, Elissa	ID Processes for K-2 G&T Virtual	\$75.00	\$0	\$0	\$75.00

Motion by: MacSweeney	Second by: Shenton	Roll Call Vote: 8-0-0
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RESOLUTION NO. CIS-74-24

APPROVAL OF STUDENT FIELD TRIP

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following student field trip:

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
3/19/24	Band Festival East Hanover	Streifer, Anthony	PTHS/9-12/65	NJ State Concert Band Festival	\$0	Transportation

Motion by: MacSweeney	Second by: Shenton	Roll Call Vote: 8-0-0
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RESOLUTION NO. CIS-75-24**APPROVAL OF ENRICHMENT PROGRAM AND FACILITATORS 2023-2024**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the Enrichment Program sessions for the 2023-2024 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 2023 through May 2024 for Social Studies, Science, Language Arts and Math.

NAME	BUILDING	RATE (PRORATED)
McNulty-Dod, Melissa	NB	\$39.99

Motion by: MacSweeney	Second by: Shenton	Roll Call Vote: 8-0-0
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RESOLUTION NO. CIS-76-24**APPROVAL OF PROFESSIONAL DAY PRESENTERS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following staff as workshop presenters for the 2023-2024 school year, as per negotiated Agreement between Pequannock Township Board of Education and the Pequannock Township Education Association, Article 30.A.6.n \$95 for up to four hours and \$190 for more than four hours.

Barcadepone, Melissa	Ciccaglione, Danielle	Fitzsimmons, Stephen	Komeshok, Adrianna
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Motion by: MacSweeney	Second by: Shenton	Roll Call Vote: 8-0-0
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WORKSHOP DISCUSSION ITEMS

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mr. Sam Ciresi, Chair

Discussion:

Staffing Update

Dr. Portas reported that we are in good shape with a student assistant counselor position just being filled. He will suggest having a career fair, as other counties do, to his Morris County superintendent group. He reported that Dr. Sheridan and Ms. Abrams will attend a job fair at Ridge High School on April 4th. He announced that we have an additional sub nurse already approved and another who will be approved on an upcoming agenda.

2025-2026 School Year Calendar

Dr. Portas reported that the calendar needs to be reviewed with the Association and the PTPSA. Mrs. Esposito commented that it will be challenging to bring the students back on Friday, January 2nd. All agreed that the new calendar template is awesome.

Preschool Hours

A discussion ensued regarding the time change and compliance for special needs students, including preschool in the RFP for aftercare, the importance of instructional time vs. amount of time in the building, attendance breakdown, logistical issues of pickup time, and hours of neighboring preschool programs. Dr. Portas reassured all that instructional time will be maximized.

Action Items for March 14, 2024 Regular Business Meeting:

PMC-208-24
PMC-xxx-24 Approval of Unpaid Absences - 2023-2024 School Year
PMC-xxx-24 Approval of Medical and/or Family Leave of Absence - 2023-2024 School Year
PMC-xxx-24 Approval to Amend Reappointment of Certificated Staff - 2023-2024 School Year
PMC-xxx-24 Approval of Appointments - 2023-2024 School Year
PMC-xxx-24 Approval of Interscholastic Sports Stipend Positions - 2023-2024 School Year
PMC-xxx-24 Approval of Revised Job Description
PMC-xxx-24 Approval of Preschool Start/Dismissal Times for the 2024-2025 School Year

RESOLUTION NO. PMC-xxx-24

APPROVAL OF UNPAID ABSENCES - 2023-2024 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves unpaid absences for the following personnel for the 2023-2024 school year:

EMPLOYEE ID	DATE
XXXXXX	XXXXXX

RESOLUTION NO. PMC-xxx-24

APPROVAL OF MEDICAL AND/OR FAMILY LEAVE OF ABSENCE - 2023-2024 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. Employee's leave under FMLA running concurrent with NJFLA shall be unpaid; however, health benefits will continue.

EMPLOYEE ID	DISABILITY LEAVE (on or about)	SICK/PERSONAL/ VACATION DAYS TO BE USED	FMLA LEAVE (on or about)	NJFLA LEAVE (on or about)	UNPAID DAYS	RETURN TO WORK DATE (on or about)
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX

RESOLUTION NO. PMC-xxx-24

APPROVAL TO AMEND REAPPOINTMENT OF CERTIFICATED STAFF - 2023-2024 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to amend the reappointment of the following certificated staff member for the 2023-2024 school year:

NAME	POSITION	EFFECTIVE DATES (on or about)	SALARY
XXXXX	XXXXX XXXXX	XXXXX	XXXXX

RESOLUTION NO. PMC-xxx-24

APPROVAL OF APPOINTMENTS - 2023-2024 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.

NAME	POSITION	EFFECTIVE DATES (on or about)	SALARY
XXXXX	XXXXX	XXXXX	XXXXX

RESOLUTION NO. PMC-xxx-24

APPROVAL OF INTERSCHOLASTIC SPORTS STIPEND POSITIONS - 2023-2024 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 2023-2024 school year, per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

Spring, 2024

LAST NAME	FIRST NAME	ASSIGNMENT	SCHOOL	STEP	STIPEND
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX

RESOLUTION NO. PMC-xxx-24

APPROVAL OF REVISED JOB DESCRIPTION

RESOLVED, that the Pequannock Township Board of Education, upon the recommendation of the Superintendent, approves the following revised job description, *per attached*:

School Physician

RESOLUTION NO. PMC-xxx-24**APPROVAL OF PRESCHOOL START/DISMISSAL TIMES FOR THE 2024-2025 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves preschool start/dismissal times for the 2024-2025 school year:

	Start	End	Proposed Start	Proposed End
Preschool - Full-time	8:15 AM	2:45 PM	8:15 AM	2:00 PM
Delayed	10:15 AM	2:45 PM	10:15 AM	2:00 PM
Early Dismissal	8:15 AM	12:25 PM	8:15 AM	12:25 PM
Preschool - AM	8:15 AM	11:05 AM	8:15 AM	10:45 AM
Delayed	canceled	canceled	canceled	canceled
Early Dismissal	N/A	N/A	N/A	N/A
Preschool - PM	11:55 PM	2:45 PM	11:35 AM	2:00 PM
Delayed	N/A	N/A	N/A	N/A
Early Dismissal	canceled	canceled	canceled	canceled

CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES

Mr. Greg MacSweeney, Chair

Discussion:

LAP-HIT Grant Update

Dr. Sheridan explained that the program targets at-risk students and the tutors at the elementary schools are pleased with the growth they are seeing. She explained that the small group setting allows for immediate feedback. The students are displaying increased confidence and parents are grateful for the additional support. She went on to say that student tardiness and absences can make it hard to see growth and it makes it difficult for the students to catch up.

March 5 PD Day

Dr. Sheridan reported that tomorrow is a professional development day. The elementary teachers will cover Ready Math. The middle school and high school teachers will discuss small group differentiated instruction. Dr. Scillieri reported that preschool parent concerns will be addressed. Dr. Sheridan thanked the Board for sending teachers to the Conquer Math program.

Action Items for March 14, 2024 Regular Business Meeting:

CIS-xx-24	Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
CIS-xx-24	Approval of Student Field Trips
CIS-xx-24	Approval of Out-of-State Student Field Trips
CIS-xx-24	Approval of New and Revised Curriculum Writing and Payment to Writers for 2024-2025 School Year
CIS-xx-24	Approval of Out-of-District Placement of Students 2023-2024 School Year

RESOLUTION NO. CIS-xx-24

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
3/22/24	Schlesinger, Lisa	Student Advocacy Conference Paramus, NJ	\$0	\$0	\$0	\$0
3/26/24	Csakvary, Dorothy	Fingerprinting and Bus Safety BCC	\$0	\$0	\$0	\$0

		Paramus, NJ				
4/22/24	Brensinger, Lee Ann	Morris Knolls HS PDP Rockaway	\$0	\$18.05	\$0	\$18.05
4/25/24	Monaco, Jessica	Tools of the Mind Self-Regulation Virtual	\$500.00	\$0	\$150.00	\$650.00 (Paid w/ESEA funds)
5/7/24 - 5/9/24	Monaco, Jessica	TEACH (Talented Educators Annual Community Huddle) Virtual	\$0	\$0	\$225.00	\$225.00
6/1/24 - 6/9/24	Staropoli, Jennifer	AP Psychology Exam Reading Kansas City, MO	\$0	\$0	\$750.00	\$750.00

RESOLUTION NO. CIS-xx-24

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
3/22/24	Morristown Airport Morristown	Kopp, Edward Muller, Nicole George, Chris	PTHS/9-12/25	Aviation Academy	\$40.00	\$150.00 Substitute
3/27/24	Habitat for Humanity ReStore Randolph, NJ	Cohen, Jana	PTHS/9-12/10	Serving the Community	\$0	\$0
4/12/24	Hillview North Boulevard Stephen J. Gerace	Benitez, Rebecca Kertesz, Michael	PV/6-8/47	Band & Choir Performance	\$0	\$300.00 Substitutes
4/19/24	Morristown Airport Morristown	Kopp, Edward Muller, Nicole George, Chris	PTHS/9-12/25	Aviation Academy	\$40.00	\$150.00 Substitute
5/21/24	Habitat for Humanity ReStore Randolph, NJ	Cohen, Jana	PTHS/9-12/10	Serving the Community	\$0	\$0
5/31/24	Pequannock Valley Middle School	Bellas, Patricia	HV/5/43	PV Orientation	\$0	\$0
6/10/24	PV Park	Bellas, Patricia	HV/5/43	5th Grade Party	\$0	\$0
6/13/24 (6/14/24)	PV Park	Rodeiro, Christine	SJG/5/63	5th Grade Party	\$0	\$0

RESOLUTION NO. CIS-xx-24**APPROVAL OF OUT-OF-STATE STUDENT FIELD TRIPS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-state student field trips:

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
5/21/24	Time Square Alliance New York, NY	Honig, Elliott	PTHS/9-12/45	Educational Objectives Marketing II/AP Economics & Hospitality	\$40	\$300.00 Substitute
6/4/24	Yankee Stadium	Streifer, Anthony	PTHS-PV/ 8-12/77	Perform National Anthem	\$0	Transportation \$150.00 Substitute

RESOLUTION NO. CIS-xx-24**APPROVAL OF NEW AND REVISED CURRICULUM WRITING AND PAYMENT TO WRITERS FOR THE 2024-2025 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves new and revised curriculum writing and payment to writers as follows, per PTEA Article 30.6.m. \$183 per diem:

TITLE	TOTAL PAYMENT
Reading - Grade 3	Muzzio-Rentas, Jessica (6 days) \$1,098.00
Writing - Grade 3	Muzzio-Rentas, Jessica (6 days) \$1,098.00
Allied Health - Emergency & Clinical Care	Valverde, Ariel (6 days) \$1,098.00
Allied Health - Medical Terms	Valverde, Ariel (6 days) \$1,098.00
V&P Arts - 6-8 General Music	Benitez, Rebecca (9 days) \$1,647.00
V&P Arts - 6 Choir	Benitez, Rebecca (4 days) \$732.00

RESOLUTION NO. CIS-xx-24**APPROVAL OF OUT-OF-DISTRICT PLACEMENT OF STUDENTS 2023-2024 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-district placement for 2023-2024 School Year:

STUDENT	PLACEMENT		FEE
#101239	Lake Drive School	Mar-Jun (approx. pro-rated)	\$30,000.00

FINANCE, FACILITIES, AND ATHLETICS

Mr. Joseph Blumert, Chair

Discussion:

Budget

Mr. Gibbs reported that state aid numbers came in flat except for special education aid, which went up \$254,000, and school choice aid, which went up \$3,708.

RFPs

Mr. Gibbs reported that the RFP for attorney will be sent out for attorney review and will be advertised on March 15th. The RFP process for the auditor will begin in early April.

Lighting Update

Mr. Gibbs reported that we are awaiting a quote from a contractor to have some of the fixtures replaced.

PTHS Auditorium Carpet Repair

Mr. Gibbs reported that the carpet will be replaced on the week of March 18th and the insurance company covered the cost, less the deductible.

Action Items for March 14, 2024 Regular Business Meeting:

FFA-115-24
FFA-xxx-24 Pequannock Township School District Adoption of the Tentative Budget for School Year 2024-2025
FFA-xxx-24 Maximum Travel 2024-2025
FFA-xxx-24 Travel and Related Expense Reimbursement 2024-2025
FFA-xxx-24 Capital Reserve Account Withdrawal
FFA-xxx-24 Professional Services 2024-2025
FFA-xxx-24 Transfer of Funds for February 2024
FFA-xxx-24 Payment of Bills - February 21, 2024 to March 14, 2024
FFA-xxx-24 Approval of Financial Reports/Monthly Certification for January 2024
FFA-xxx-24 Monthly Reports from Schools and Programs for January 2024
FFA-xxx-24 Approval to Accept Donations to the Pequannock Township School District
FFA-xxx-24 Approval of Participation in ACES Cooperative Pricing System #E8801-ACESCPS

RESOLUTION NO. FFA-xxx-24

PEQUANNOCK TOWNSHIP SCHOOL DISTRICT ADOPTION OF THE TENTATIVE BUDGET FOR SCHOOL YEAR 2024-2025

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 school year using the 2024-2025 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	General Fund	Special Revenues	Debt Service	Total
2024 - 2025 Total Expenditures				
Less: Anticipated Revenues				
Taxes to be Raised				

AND, to advertise said tentative budget in the *Daily Record* in accordance with the form suggested by the New Jersey Department of Education and according to law;

AND, a public hearing on the budget for the 2024-2025 school year will be held at Pequannock Township High School, 85 Sunset Road, Pompton Plains, NJ 07444 on Monday, April 29, 2024 at 7:00 pm.

RESOLUTION NO. FFA-xxx-24
MAXIMUM TRAVEL 2024-2025

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$48,834.00 for the 2024-2025 school year. The maximum travel expenditure amount for the 2023-2024 school year is \$48,834.00, of which \$12,148.96 has been spent and \$0.00 is encumbered to date.

RESOLUTION NO. FFA-xxx-24
TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2024-2025

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$1,500 for all staff and board members for the 2024-2025 school year; and

BE IT FURTHER RESOLVED, the School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

RESOLUTION NO. FFA-xxx-24
CAPITAL RESERVE ACCOUNT WITHDRAWAL

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$1,676,590 for:

PROJECT	AMOUNT
Paving at the High School	\$527,710
Replacement of Windows	\$1,073,000
Field Improvements	\$75,880

RESOLUTION NO. FFA-xxx-24
PROFESSIONAL SERVICES 2024-2025

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3

NOW, THEREFORE, BE IT RESOLVED, that the Pequannock Township Board of Education hereby establishes the following maximums for the 2024-2025 year as follows:

PROFESSIONAL SERVICE	AMOUNT
Legal	\$123,400
Audit	\$53,040
Physician	\$17,720
Architect/Engineer	\$30,626
Negotiator	\$15,000
TOTAL	239,786

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs.

RESOLUTION NO. FFA-xxx-24
TRANSFER OF FUNDS FOR FEBRUARY 2024

RESOLVED, that the Board of Education approves the additional transfer of funds within the 2024-2025 budget from February 2024, in accordance with the attached list, which shall become a part of the record.

RESOLUTION NO. FFA-xxx-24
PAYMENT OF BILLS – FEBRUARY 21, 2024 - MARCH 14, 2024

RESOLVED, that the Board of Education approves the Bills List, from February 21, 2024 to March 14, 2024, 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-xxx-24

APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATIONS FOR JANUARY 2024

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for January 2024.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2024, 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 2024, 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-xxx-24

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR JANUARY 2024

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of January 2024 for the High School Activities Account, the High School Interscholastic Athletic Account, the Pequannock Valley School Student Activities Account; and Pomptonian.

RESOLUTION NO. FFA-xxx-24

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
Speaker for Baseball Field Value \$230.00	PTHS	Bionde Baseball Academy
Sliding Mat Value \$320.00	PTHS	Bionde Baseball Academy
Travel/Geography/History Books for Read Across America Value \$250.00	Hillview	PTEA

RESOLUTION NO. FFA-xxx-24

APPROVAL OF PARTICIPATION IN ACES COOPERATIVE PRICING SYSTEM #E8801-ACESPCS

WHEREAS, "The Electric Discount and Energy Competition Act," P.L. 1999, c. 23 authorizes the New Jersey School Boards' Association (hereinafter NJSBA) to obtain electricity and other energy-related services for individual local boards of education on an aggregated basis; and

WHEREAS, N.J.S.A. 18A:18A-11 and 40A:11-10 authorizes local district boards of education to enter into cooperative pricing agreements with local government units, i.e. municipalities and counties, (hereinafter local units"); and

WHEREAS, NJSBA has offered voluntary participation in a cooperative pricing system for the group purchase of electrical generation and/or natural gas for consumption by the local units; any ancillary or administrative services related to the purchase of electrical generation and/or natural gas; and related energy services; and digital and electronic products and services and other technology products and programs to be purchased by local units; and services and such other items or services as two or more participating local units in the system agree can be purchased on a cooperative basis; and

WHEREAS, the Pequannock Township Board of Education in the county of Morris, State of New Jersey, desires to participate in NJSBA's Cooperative Pricing System;

NOW, THEREFORE, BE IT RESOLVED on the 14th of March 2024, by the Pequannock Township Board of Education, county of Morris, State of New Jersey, pursuant to the provisions of N.J.S.A. 18A:18A-11 and 40A:11-10, the Superintendent is hereby authorized to enter into NJSBA's ACES Cooperative Pricing System Agreement.

The New Jersey School Boards Association shall be responsible for complying with the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq. all other applicable laws in connection with the preparation, bidding, negotiation and execution of contracts in connection with NJSBA's ACES Cooperative Pricing System.

This resolution shall take effect immediately upon passage.

POLICY

Ms. Megan Dempsey, Chair

Discussion:

“Managing for Equity in Education” policy and regulation updates

Ms. Dempsey reported that many policies and regulations are mandated, as they are required to be adopted by statute or administrative code, as evidence of compliance.

Addition of R7610 Vandalism regulation

Ms. Dempsey explained that we have the policy in place but it is recommended that the regulation be adopted.

Recommendation not to include R5440 Honoring Student Achievement

Ms. Dempsey explained that we have the policy in place, which is sufficient for our needs, therefore, it is not recommended to adopt the regulation.

“General Policy and Regulation Guide Updates” (P&R 2423 and P&R 2431.4)

Ms. Dempsey reported that the revisions are minor with little impact on the practical application of these policies.

Action Items for March 14, 2024 Regular Business Meeting:

P-13-24
P-xx-24 Approval of Revised Board Policies and Regulations for Second Reading and Adoption
P-xx-24 Approval of New and Revised Board Policies and Regulations for First Reading
P-xx-24 Approval to Abolish Policies and Regulations

RESOLUTION NO. P-xx-24

APPROVAL OF REVISED BOARD POLICIES AND REGULATIONS FOR SECOND READING AND ADOPTION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the revised Board Policies and Regulations as listed for second reading and adoption:

MANUAL SECTION	POLICY/REGULATION(R)
<i>Administration</i>	1210 - Board-Superintendent Relations

RESOLUTION NO. P-xx-24

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

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

MANUAL SECTION	POLICY/REGULATION(R)
<i>Administration</i>	1140 - Educational Equity Policies/Affirmative Action (M)
	1523 - Comprehensive Equity Plan (M)
	1530 - Equal Employment Opportunities (M)
	1530R - Equal Employment Opportunity Complaint Procedure (M)
	1550 - Equal Employment/Anti-Discrimination Practices (M)
<i>Program</i>	2200R - Curriculum Content (M)
	2260 - Equity in School and Classroom Practices (M)
	2260R - Equity in School and Classroom Practices Complaint Procedure (M)

	2411 - Guidance Counseling (M)
	2423 - Bilingual Education (M)
	2423R - Bilingual Education (M)
	2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)
	2431.4R - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)
<i>Teaching Staff Members</i>	3211 - Code of Ethics
<i>Students</i>	5570 - Sportsmanship
	5750 - Equitable Educational Opportunity (M)
	5842 - Equal Access of Student Organizations
<i>Property</i>	7610 - Vandalism
	7610R - Vandalism
<i>Community</i>	9323 - Notification of Juvenile Offender Case Disposition

RESOLUTION NO. P-xx-24

APPROVAL TO ABOLISH POLICIES AND REGULATIONS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves to abolish the following policies and regulations as they are either no longer relevant or no longer required:

MANUAL SECTION	POLICY/REGULATION(R)
<i>Students</i>	5755 - Equity in Educational Programs and Services (M)

OTHER

Action Item for March 14, 2024 Regular Business Meeting:

O-11-24

O-xx-24 Approval of HIB Investigation Decisions

RESOLUTION NO. O-xx-24

APPROVAL OF HIB INVESTIGATION DECISIONS

RESOLVED, that the Pequannock Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in the following HIB Investigation and directs the School Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

INVESTIGATION NO.
XXXXX

BOARD EFFECTIVENESS COMMITTEE

Mr. Timothy Gitin, Chair

Action Item for March 14, 2024 Regular Business Meeting:

BEC-1-24

BEC-x-24 Approval of the Pequannock Township School District 2024 Board Goals

RESOLUTION NO. BEC-x-24

APPROVAL OF THE PEQUANNOCK TOWNSHIP SCHOOL DISTRICT 2024 BOARD GOALS

RESOLVED, that the Board of Education, upon the recommendation of the Board President and the Superintendent, approves the Pequannock Township School District 2024 Board Goals.

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.

- Steve Pomroy of Pompton Plains commented that he would like to have all the facts before the vote on the preschool time changes and the RFP for aftercare.
- John Nacion of Pompton Plains and music parent announced upcoming events including the jazz band festival at Wayne Valley and the field trip to Boston. He talked about how the band has grown under Mr. Streifer's leadership and expressed concerns about his stipend.

Dr. Portas commented that he will respect the Board's decision on the vote of March 14th. In terms of aftercare, he said an onsite option would be great, if there is space. He is pleased with the upcoming jazz band event and field trip. He explained that stipends are part of the collective bargaining agreement. He expressed pride that a small school excels on a large stage.

UNFINISHED BUSINESS

Mrs. Esposito revisited the issue of the high school drop-off and the lack of crossing guards and signage. Mr. Senyk reminded the Board that he had put out a request for comments and once he receives them, he will go to the Township with the list of concerns. The ski trip was mentioned and that the students had fun. Dr. Portas attended the Veterans' Wall Committee meeting with Mr. Senyk and Mr. Blumert and he reported that great progress is being made. Mrs. Shenton inquired about the Ruth Kellet dedication and Dr. Portas remarked that there is an individual who wants to donate a plaque for the gym.

NEW BUSINESS

None

BOARD MEMBER ANNOUNCEMENTS

Mrs. Esposito announced that SEPAC will be hosting an event on March 5th at PV where there will be a parent information session to discuss what makes an effective advisory group. She attended the PTEA Friends of Education Dinner and the band tricky tray.

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

Motion by: Ciresi	Second by: Blumert	Roll Call Vote: 8-0-0	Time: 8:58 pm
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ADJOURNMENT OF PUBLIC MEETING

Motion by: Gitin	Second by: Esposito	Voice Vote: 8-0-0	Time: 9:23 pm
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Respectfully,



Gordon E. Gibbs
Board Secretary

FUTURE PUBLIC BOARD MEETINGS

Thursday, March 14, 2024	Regular Business Meeting/Public Budget Hearing	7:00 P.M.	PTHS
Monday, April 15, 2024	Workshop Meeting	7:00 P.M.	PTHS