

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF EDUCATION**

**Pascack Valley Regional High School District**

December 9, 2019

Minutes of the Regular Meeting of the Board of Education held on Monday, December 9, 2019 at 7:30 p.m. in the Pascack Hills High School Media Center.

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order in the media center at 7:30 p.m. by Ms. Tammy Molinelli, President.

Present: Ms. Tammy Molinelli, President  
Ms. Janet Bissinger, Vice President  
Mr. Joseph Blundo  
Mr. Michael Fronte  
Mr. Brian Hallowell  
Mr. Kenneth Ralph  
Mr. David Steinberg

Absent: Mr. Arnold Scher  
Mr. James Stankus

Also present: Dr. P. Erik Gundersen, Superintendent  
Ms. Pamela Baxley, Business Administrator/Board Secretary  
Student Representatives: Sean Sheikowitz – PHHS; Kaila Saladino – PVHS  
Ms. Claudia Gibbs, Administrative Assistant to Superintendent

**II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE**

Ms. Molinelli led all those present in a salute to the flag.

Meeting Regulations

During this regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, comments are invited. The second opportunity will occur just prior to adjournment, when residents may address general comments to the Board with time limits being at the discretion of the President.

Persons wishing to speak must, upon being recognized, rise and state their name and address. The Board reserves the right to establish rules for the conduct of its meetings, including such matters as the time at which the public will be heard, if at all, who may speak, and for how





Mr. Blundo abstained on item 4

**VIII. EDUCATION**

Consent Agenda for Items 1 – 6

**1. Overnight Trip**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack Hills High School golf and tennis players, coaches and if necessary, chaperones, to participate in early spring training at Amelia Island, Florida from March 14-17, 2020.

- 2. RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack Hills and Pascack Valley French language students, teachers and if necessary, chaperones, to travel to Grasse, France to attend classes and participate in a homestay with students from their partner school, Lycée Amiral de Grasse from May 15-24, 2020.

**3. Bedside Instructions**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve bedside tutoring for student ID #810929 admitted to High Focus Center, Glassboro, NJ on November 22, 2019. Services are being provided by Professional Education Services Inc. for 10 hours per week at \$55 per hour for approximately six weeks.

**4. Additional Hours for Community Based Instruction Trips**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve additional hours to provide community based instruction to LLD and Park @PVR students, for the following teachers, or substitutes if needed, for the 2019-2020 school year, at their usual hourly rate:

<b>Name</b>	<b>Program</b>	<b>Hours</b>
Allison Schultz Brooke Schwartzman	<u>LLD Program</u>	Approximately 30 hours, shared; semi-monthly trips of 90 minutes
To Be Determined	<u>Park @ PVR</u>	Approximately 7.5 hours, shared; trips of 90 minutes, 5 times per year



Ms. Molinelli abstained on item 6.

**IX. HUMAN RESOURCES**

Consent Agenda for Items 1 – 4

**1. Leave of Absence**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following Federal/NJ family leave requests:

<b>Name</b>	<b>Position</b>	<b>Requests:</b>
Edward Pagnotta	PHHS Night Custodian	<u>Total Leave Period:</u> October 29 – January 7, 2020 Paid using 8 sick days, 8 vacation, and 3 personal days <u>FMLA/NJFLA</u> November 27 – January 7, 2020 <u>Leave of Absence</u> None

**2. Substitute Teachers**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following substitute teachers for the district for the 2019-2020 school year:

<b>Name</b>	<b>Type of Substitute</b>
<u>Michael Blazina</u>	Renew – Substitute Teacher
<u>Michael Mattis</u>	New – Substitute Teacher
<u>Calvin Ralph</u>	New – Substitute Teacher

**3. Intern Placement**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve an intern placement for Kassidy Montuoro-Germann, a Fairleigh Dickinson University student, at Pascack Valley High School for the 2019-2020 school year.

**4. Co-curricular Appointments**

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Melissa Ann Gargiulo as musical costume designer for the Pascack Valley High School theatre program for a stipend of \$3,520 for the 2019-2020 school year.

- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Robert Lavagno as drama set designer and construction for the Pascack Valley High School theatre program for a stipend of \$3,520 for the 2019-2020 school year.

Moved by: Blundo

Seconded by: Bissinger

**VOTE**

Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ralph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Blundo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fronte	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stankus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hallowell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steinberg	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Molinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

Mr. Ralph abstained on item 2.

**X. FINANCE**

Consent Agenda for Items 1 - 11

**1. Approval of Bills**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve bills as follows:

Budget Expenditures as of December 9, 2019	\$821,093.04
Payroll as of November 30, 2019	\$1,548,261.12
<b>Total</b>	<b>\$2,369,354.16</b>

**2. Renewal - Canvas Cloud Subscription**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the one-year renewal of the agreement, which begins July 1, 2019 and continues through June 30, 2020 with Instructure, Inc. to cover the Canvas Cloud Subscription at an annual rate of \$17,640.

**3. Renewal - Refuse Removal and Single Stream Recycling Services**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the second year renewal of a three-year contract with Interstate Waste Services of New Jersey for refuse removal and single stream recycling services.

**4. Renewal - AFC Urgent Care Agreement**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the second year renewal of a two-year agreement with AFC Urgent Care of Hillsdale, New Jersey.

**5. Acceptance of Financial Audit for Year Ending June 30, 2019**

**RESOLVED** that the Pascack Valley Regional Board of Education accept the findings expressed by the auditing firm of Nisivoccia & Company, LLP as cited in their reports entitled:

- a. Comprehensive Annual Financial Report (CAFR) For the Fiscal Year Ended June 30, 2019
- b. Auditors' Management Report on Administrative Findings – Financial Compliance and Performance Year Ending June 30, 2019
- c. Audit Synopsis.

**6. Corrective Action Plan to Address Audit Recommendation**

**RESOLVED** that the Pascack Valley Regional Board of Education approve the Audit Corrective Action Plan as outlined below addressing the audit recommendation cited in the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2019, and listed under the following categories:

<b>Rec #</b>	<b>Corrective Action Approved by Board</b>	<b>Method of Implementation</b>	<b>Person Responsible</b>	<b>Completion Date of Implementation</b>
1	All reconciling differences be investigated and resolved in a timely manner and that the business office oversee all the student activity reconciliations	Monthly bank reconciliations will be reviewed by the business office and reconciled separately by the Treasurer.	Brenda Kirk and Deborah Carpino, Treasurer	11/30/2019

**7. Participation in Camden County Educational Services Commission Cooperative Pricing Agreement**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve membership in the Camden County Educational Services Commission, a Cooperative Pricing System for the purchase of goods and services. This resolution shall take effect immediately upon passage.



**8. Donation**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the generous donation of \$60,000.00 made by The Anita & Richard Jones Family Fund. The money is to be used for the express purchase of a virtual anatomy dissection table made by Anatomage, for use in the science department.

**9. Award The Contract To Sportfield Specialties Under The National Purchasing Cooperative**

**WHEREAS**, The Pascack Valley Regional High School District Board of Education is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3) and

**WHEREAS**, the Pascack Valley Regional High School District

Board of Education hereby renewed membership in the KPN National Purchasing Cooperative on January 7, 2019, and

**WHEREAS**, The Board of Education believes that Sportfield Specialties will meet its needs with the required equipment and installation services at a reduced cost to the Board, and

**WHEREAS**, it is more cost effective for the Board to utilize the National Purchasing Cooperative, Keystone Purchasing (KPN)

**NOW THEREFORE BE IT RESOLVED**, The Pascack Valley Regional High School Board of Education awards the contract to Sportfield Specialties under the National Purchasing Cooperative, The Keystone Purchasing Network (KPN), for the purchase of softball dugouts not to exceed \$75,000 for equipment and installation per year.

**10. Award The Contract To RFP Solutions, Inc. Under The Camden County Educational Services Commission Cooperative Pricing Agreement**

**WHEREAS**, The Pascack Valley Regional High School District Board of Education is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3) and

**WHEREAS**, the Pascack Valley Regional High School District Board of Education hereby authorized membership in the Camden County Educational Services Commission Cooperative Pricing Agreement on December 9, 2019, and

**WHEREAS**, The Board of Education believes that RFP Solutions, Inc. will meet its needs with the required equipment and installation services at a reduced cost to the Board, and

**WHEREAS**, it is more cost effective for the Board to utilize the The Camden County Educational Services Commission Cooperative Pricing Agreement

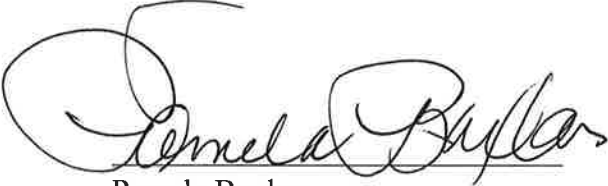
**NOW THEREFORE BE IT RESOLVED**, The Pascack Valley Regional High School Board of Education awards the contract to RFP Solutions, Inc. under The



**XIV. ADJOURNMENT**

A motion was made by Ms. Bissinger to adjourn at 7:42 p.m. Mr. Blundo seconded the motion, which was unanimously carried

Respectfully,

A handwritten signature in cursive script, reading "Pamela Baxley". The signature is written in black ink and is positioned above the printed name and title.

Pamela Baxley  
Business Administrator/ Board Secretary

Notice: With advance notice we can provide personal assistance for the disabled. Please contact 201-358-7005.

