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

long. All such rules shall be monitored by the President unless the majority of the Board present and voting, rule otherwise.

Comments and questions shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to sit down.

To inspect or obtain a copy of any public record required to be made available under N.J.S.A. 47:1A-1, Examination and Copies of Public Records, please contact Ms. Pamela Baxley, 28 West Grand Avenue, Montvale, NJ 07645.

Copies of all public meeting agendas are online on the district website: http://www.pascack.org

III. PUBLIC ANNOUNCEMENT BY PRESIDING OFFICER

Adequate notice of this meeting has been provided by mailing copies of said notice to The Record, filing copies of said notice with the municipal clerks of Hillsdale, Montvale, River Vale, and Woodcliff Lake, and publishing said notice in The Record on May 21, 2019.

IV. ROUTINE MATTERS

One Agenda Item

1. Minutes

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following Pascack Valley Regional High School District Board of Education minutes:

November 25, 2019	Regular Meeting	4:00 p.m.
November 25, 2019	Executive Meeting	4:30 p.m.
November 25, 2019	Board Retreat	5:15 p.m.

Moved by:	Bissir	nger			Seconded by:	Hallo	well		
				V	OTE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	V				Ralph	\checkmark			
Blundo					Scher				
Fronte	\checkmark				Stankus				$\overline{\checkmark}$
Hallowell	\checkmark				Steinberg				
Molinelli									

V. PRESENTATION

Annual Audit Presentation – Luisa Rodriguez of Nisivoccia, L.L.P.

VI. COMMENTS FROM THE PUBLIC

Citizens are invited to make comments regarding agenda items and are limited to five minutes, according to the Pascack Valley Regional High School District Board of Education policy number 0167. Persons wishing to speak must, upon being recognized, rise and state their name and address.

VII. POLICY

Consent Agenda for Items 1 – 4

1. Travel Pre-Authorizations

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve travel expense preauthorizations for the following:

Ivica Kanova	Jimena Ladino	Andi Ramani 1, 2, 3, 4
Mark Russo		

2. Harassment, Intimidation, and Bullying Executive Report

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, affirm the findings of the following harassment, intimidation and bullying incidents: 204919_PHHH_11132019 and 204920_PHH_11132019.

3. 2020-2021 School Calendar

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the 2020-2021 school calendar.

4. Interim Appointment

BE IT RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approves John Puccio, Assistant Principal, as interim principal at Pascack Valley High School from January 2, 2020, until a permanent principal is approved, anticipated on July 1, 2020, for a stipend of \$5,000.

Moved by:	Bissir	nger			Seconded by:	Hallo	well		
				V	OTE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	\checkmark				Ralph	V			
Blundo	$\overline{\square}$		\square		Scher				
Fronte	$\overline{\mathbf{V}}$				Stankus				Ø
Hallowell					Steinberg				
Molinelli	$\overline{\checkmark}$								

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 <u>Amelia Island</u>, 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 <u>Grasse</u>, 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:

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

5. Additional Hours

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve additional hours for teacher assistants, at their usual hourly rate, as needed to accompany multiple students in the LLD program during extra-curricular activities, as per their IEPs, as follows:

Event	Staff	Date	Approximate Hours
PHHS Choir Practice	2 teacher assistants	December 9, 2019	3 hours
PHHS Choir Concert	2 teacher assistants	December 10, 2019	4 hours

6. Physicians and Provider for Evaluations

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

Psychiatric Evaluations

Name	Rate Per Evaluation			
Natasha Baron, M.D.	\$550			
Derek Berberian, M.D.	550			
Morton Fridman, M.D.	550			
Mercedes Paine, M.D.	550			
Nancy Tancer, M.D.	550			

Clearance Letters

Name	Rate Per Evaluation				
Natasha Baron, M.D.	\$250				
Derek Berberian, M.D.	250				
Nancy Tancer, M.D.	250				

Neurological Evaluations

Name	Rate Per Evaluation
Damon M. Fellman, MD	\$450
Joseph Holahan, MD	450

Moved by:	Bissir	nger			Seconded by:	Front	е		
				V	OTE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger					Ralph	Ø			
Blundo					Scher				$ \overline{\mathbf{A}} $
Fronte					Stankus				\checkmark
Hallowell	abla				Steinberg				
Molinelli					_				

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:

Name	Position	Requests:
Edward	PHHS Night	Total Leave Period:
Pagnotta	Custodian	October 29 – January 7, 2020
C		Paid using 8 sick days, 8 vacation, and 3
		personal days
		FMLA/NJFLA
		November 27 – January 7, 2020
		Leave of Absence
		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:

Name	Type of Substitute
Michael Blazina	Renew – Substitute Teacher
Michael Mattis	New – Substitute Teacher
Calvin Ralph	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 <u>Robert Lavagno</u> 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:	Blunc	lo			Seconded by:	Bissir	nger		
VOTE									
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	Ø				Ralph	Ø		\square	
Blundo					Scher				\square
Fronte					Stankus				\square
Hallowell	\checkmark				Steinberg				
Molinelli	\square								

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
Total	\$2,369,354.16

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 sited in the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2019, and listed under the following categories:

Rec#	Corrective Action Approved by Board	Method of Implementation	Person Responsible	Completion Date of Implementation
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, <u>The Keystone Purchasing Network</u> (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

Camden County Educational Services Commission Cooperative Pricing Agreement (CCESC) RFP#FY16-01, for the purchase of door access control and emergency strobe upgrades not to exceed \$380,000 for equipment and installation for the year.

11. Approve Agreement for One to One Assistant/Aide for the 2019-2020 School Year

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the agreement between Northern Highlands Regional High School District and Pascack Valley Regional High School District for a one to one aide for student #809769 at a rate of \$61,151.99 for the 2019-2020 school year.

Moved by:	Bissir	nger			Seconded by:	Hallo	well		
VOTE									
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	V				Ralph				
Blundo	\square				Scher				\square
Fronte					Stankus				\square
Hallowell					Steinberg				
Molinelli									

Mr. Steinberg asked for more information about the donation. Mr. Gundersen explained that it was for a full sized table that our students will be able to manipulate digitally for virtual dissections.

XI. OLD BUSINESS

Board Committee Reports: Finance Committee

Mr. Ralph gave a brief report of the committee meeting regarding the audit presentation.

XII. NEW BUSINESS

XIII. COMMENTS FROM THE PUBLIC

Citizens are invited to make comments and are limited to five minutes, according to the Pascack Valley Regional High School District Board of Education policy number 0167. Persons wishing to speak must, upon being recognized, rise and state their name and address.

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,

Pamela Baxley

Business Administrator/ Board Secretary

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

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