

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

Pascack Valley Regional High School District

March 13, 2017

Minutes of the Regular Meeting of the Board of Education held on Monday, March 13, 2017 at 8:00 p.m. in the Pascack Hills High School Auditorium.

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order in the auditorium at 8:00 p.m. by Mr. Jeffrey Steinfeld, President.

Present: Mr. Jeffrey Steinfeld, President
Ms. Janet Bissinger, Vice President
Mr. Joseph Blundo
Mr. Brian Hallowell
Ms. Tammy Molinelli
Mr. Kenneth Ralph
Mr. Arnold Scher
Mr. James Stankus
Mr. David Steinberg

Also Present: Mr. P. Erik Gundersen, Superintendent
Ms. Pamela Baxley, Business Administrator/Board Secretary
Student Representatives: Alexandra Gluck – PHHS; Kelly Petro – PVHS
Ms. Claudia Gibbs, Administrative Assistant to Superintendent

II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Mr. Steinfeld led all those present in a salute to the flag.

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 July 22, 2016.

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:

February 27, 2017	Regular Meeting	8:00 p.m.
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Moved by: Molinelli 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"/>	Scher	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blundo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stankus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hallowell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steinberg	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Molinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steinfeld	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

V. 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.

VI. POLICY

One Agenda Item

1. Travel Pre-Authorization

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

Barry Bachenheimer	P. Erik Gundersen	Noemi Rodriguez
Christine Steinmetz	Sean Struncis	Lucia Zamora

Moved by: Bissinger Seconded by: Scher

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"/>	Scher	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blundo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stankus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	Steinfeld	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

Mr. Stankus asked why three staff members were going to the same workshop. Mr. Gundersen explained the purpose of the League of Innovative Schools and what will be learned at the conference. A portion of the trip will be reimbursed by Digital Promise.

Mr. Ralph asked if any schools visit our district. Mr. Gundersen responded that Superintendent Loughhead from Hampton, PA visited and interacted with several dual enrollment programs. He was able to make a connection at Carnegie Mellon from the visit. Also, employees from New Milford toured both of our buildings and were looking at adopting the Pascack schedule next year. We have about 2-3 districts a month visit our district.

VII. EDUCATION

Consent Agenda for Items 1 – 4

1. Affiliation Agreement with Kean University

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the affiliation agreement with Kean University for the Holocaust and Genocide Studies Dual Enrollment Program commencing on September 1, 2017 for a period of two years.

2. Overnight Trips

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack Valley High School science students, teachers, and if necessary chaperones, for a trip to New Zealand, Australia and Hawaii to explore these areas and gain a better understanding of atmospheric and aquatic chemistry and environments, earth, and space science from March 27 – April 8, 2018.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack Valley High School DECA members, advisors, and if necessary chaperones, for a trip to attend the DECA national competition in Anaheim, California from April 25 – 30, 2017.

3. Home/Supplemental Instruction

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve bedside tutoring for student ID #806553 who was placed at High Focus Center in Paramus, NJ on February 27, 2017. Services are being provided by Professional Education Services Inc. at \$55 per hour for each day that instruction is provided for approximately four to six weeks.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve supplemental instruction for student ID #806865 by Heather O'Campo, home instructor, for 3 hours per week, as per the student's IEP, from March 7 – June 14, 2017.

Pamela Schwartz	PHHS social studies teacher	<u>Total Leave Period:</u> April 3 – June 30, 2018 Paid using 20 sick days, 2 personal days <u>FMLA/NJFMLA</u> May 9 – June 16, 2017 <u>Leave of Absence</u> August 28, 2017 – June 30, 2018
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Moved by: Bissinger Seconded by: Scher

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"/>	Scher	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blundo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stankus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	Steinfeld	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

Mr. Steinfeld read item 1 into the record.

Ms. Bissinger asked how many teachers would be retiring this year, Mr. Gundersen estimated that six teachers, mostly from special education, are expected to retire.

IX. HUMAN RESOURCES – NON-CERTIFICATED STAFF

Consent Agenda for Items 1 – 6

1. Additional Hours

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve an additional 35 hours for Curtis Peters, to provide support for a student to participate in basketball practice, games, and playoffs, in addition to the hours approved previously on November 7, 2016, at his usual hourly rate.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve additional hours for Ryan Postman, to provide support for a student to participate in golf, not to exceed 40 hours at \$26.88 per hour.
- c. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve additional hours for Vicki Schultz, to provide support for a student to participate in track, not to exceed 30 hours, at her usual hourly rate.

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 2016-2017 school year:

Name	Position	Type
Joseph Carollo	Substitute Teacher	New
Patricia Ramella	Substitute Teacher	New

3. Athletic Resignation

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the resignation of William Van Kersen as assistant football coach for Pascack Valley High School for the 2017-2018 school year.

4. Athletic Appointments

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Chris Guinta as assistant coach, one-half position, for the Pascack Valley High School boys lacrosse team, at step 3, \$3,350, for the spring season of the 2016-2017 school year.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Alexandra Lates as assistant coach, one-half position, for the Pascack Valley High School girls lacrosse team, at step 1, \$2,900, for the spring season of the 2016-2017 school year.
- c. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Katlyn Lewis as head coach for the Pascack Valley High School volleyball team, at step 3, \$8,200 for the 2017-2018 school year. Stipend may be adjusted upon completion of PVREA contract negotiations.
- d. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following weight room supervisors for the spring season of the 2016-2017 school year:

Pascack Hills High School		
A.J. Alaprantis	Brooks Alexander	Matt Bruh
Bob Buccino	David Bucco	Patrick Cottrell
Erin Curatola	Tony Durkin	Brandon Field
Dave Frangiosa	Paul Henry	Kevin Kirkby
Ross Koehler	Jim Loudon	Evan Lampert
Matt Marini	Adam Ostrowski	Steve Papa
Aly Petaccia	Curtis Peters	Lindsay Runge
James Soltmann		

X. FINANCE

Consent Agenda for Items 1 - 17

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 March 13, 2017	\$1,029,100.81
Payroll as of February 28, 2017	\$1,492,917.32
Total	\$2,522,018.13

2. Secretary's and Treasurer's Financial Reports

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the Secretary's and Treasurer's unaudited 2016/17 financial reports, which are in agreement reflecting the district's financial activities for the period January 2017.

3. Ratification of Board Secretary's Monthly Certification – Budgetary Line Item Status

RESOLVED pursuant to N.J.A.C.6A:23-2.11(c)3, the Board Secretary certifies that as of January 2017 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

BE IT RESOLVED pursuant to N.J.A.C.6A:23-2-11(c)4 that the Pascack Valley Regional High School District Board of Education certifies that as of January 2017 after review of the Board Secretary's and Treasurer's monthly financial report, in the minutes of the Board each month that no major account or fund has been over-expended in violation of N.J.A.C.6A:23-2.11(b).4.

4. Approval of the Following Reports

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

a. Cafeteria Account	January 2017
b. e-Learning Account	January 2017
c. Capital Project Account	January 2017
d. Student Government Account - PH	January 2017
e. Student Government Account - PV	January 2017
f. Athletic Account – PH	January 2017
g. Athletic Account – PV	January 2017
h. Compensating Balance	January 2017

5. Transfers

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve transfers for the month of January.

6. Approval of Maximum Public Relations and Professional Services Expenditures

WHEREAS, pursuant to N.J.A.C. 6A:23-5.2 (a), 1 the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for public relations and each type of professional service for 2017-2018 school year.

RESOLVED, that the Pascack Valley Regional High School District Board of Education hereby establish the maximum expenditure amounts for the 2017-2018 school year as follows: Public relations at the sum of \$ 5,000, legal services at the sum of \$ 125,000, audit services at the sum of \$50,000, architectural/engineering services at the sum of \$150,000.

7. Lease Agreement – 63 Patterson Street, Hillsdale

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the 41.5 month lease with JH2 Enterprises, LLC for Apartment A in the single family house at 63 Patterson Street First Floor in Hillsdale, New Jersey 07642 and authorizes the business administrator to sign said lease and lease addendum. The commencement date of the lease is March 15, 2017. The board agrees to pay the landlord a fixed annual rent of \$21,000.00, payable in equal monthly installments of \$1,750.00 on the first day of each month.

8. Amend Long Range Facility Plan

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the amendment of the Long Range Facility Plan to revise and add the leased space for the 18-21-year-old program in Hillsdale.

9. Use Permit Application

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, authorize the filing of the use permit application with the Borough of Hillsdale if required for the space at 63 Patterson Street.

10. Award Contract - Athletic Field Upgrades Phase 2 Project at Pascack Hills High School

WHEREAS, the Pascack Valley Regional High School District Board of Education (“Board”) advertised for bids for the Athletic Field Upgrades Phase 2 Project at Pascack Hills High School (“Project”); and

WHEREAS, on March 1, 2017, the Board received bids for the Project; and

WHEREAS, the lowest responsible bid for this Project was submitted by Rochelle Contracting Co., Inc. (“Rochelle Contracting”) with a base bid in the amount of \$2,120,000, together with Alternate No. 1, in the amount of \$45,000; Alternate No. 2, in the amount of \$40,000; Alternate No. 3, in the amount of \$42,000; Alternate No. 4, in the amount of \$3,200; Alternate No. 5, in the amount of \$14,400; Alternate No. 6, in the amount of \$3,500; and Alternate No. 7, in the amount of \$114,000, for a total contract sum of \$2,382,100; and

WHEREAS, the bid submitted by Rochelle Contracting is responsive in all material respects and it is the Board’s desire to award the contract for the Project to Rochelle Contracting.

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board hereby awards the contract for the Project to Rochelle Contracting for total contract sum of \$2,382,100.
- b. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, and an executed A-101, Standard Form of Agreement Between Owner and Contractor, and an A-201, General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

11. Capital Reserve Withdrawal

WHEREAS, the board of education desires to advance the budgeted capital projects for softball fields, tennis courts and parking lot design and construction at Pascack Hills High School, and

WHEREAS, capital reserve funds may be appropriated by board resolution to support budgeted capital projects, and

WHEREAS, the board of education budgeted \$2,887,050 for the project and current cost estimates exceed that amount by \$288,700,

RESOLVED, that the Pascack Valley Regional High School District Board of Education hereby approves the withdrawal from the capital reserve account into Fund 12 in the amount of \$288,700 for the budgeted project.

12. Donation

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

Date	Donor	Donation	Club or Group
2/28/17	Lizabeth Croland Sarakin	\$250	Robotics
2/28/17	Marketing & Sales Resources, Inc.	\$1,000	Robotics
2/28/17	NU Products Seasoning Co.	\$500	Robotics

13. Phoenix Advisors, LLC

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor (“IRMA”) for the 2017-2018 school year.

14. Canvas Cloud Subscription

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the two year renewal of the agreement which begins July 1, 2017 and continues through June 30, 2019 with Instructure to cover the Canvas Cloud Subscription at an annual rate of \$17,640.

15. Approval of Tentative Budget

Upon the recommendation of the Superintendent of Schools, the Pascack Valley Regional High School District approves the tentative 2017-2018 school year budget as follows:

General Fund	\$53,200,570
Special Revenue Fund	\$ 602,203
Debt Service	\$ 1,985,475
Total	\$55,788,248

The amount to be raised by taxation is:

General Fund	\$46,828,562
Debt Service	\$ 1,925,281
Total	\$48,753,843

Mr. Steinfeld commented that Mr. Fournier has done an amazing job elevating the program. He was a star here when he was a student.

Mr. Stankus wanted to congratulate the girls' basketball team. Kelly Petro was complimented.

Mr. Steinfeld asked her to explain the tournament of champions. The group three state championship was the real championship and they already are the state champions. The tournament does count towards wins however.

Mr. Blundo described a social media conversation about honoring Coach Jasper. He is only 10 wins away from 1000 wins.

XII. NEW BUSINESS

Mr. Gundersen recognized the research in the molecular genetic course where four students are advancing in the science competition.

Mr. Steinberg commented on a financial conference that he attended, where the demand for engineers is high. Financial companies are looking for students who can code. Mr. Gundersen explained that one of the benefits of belonging to the League of Innovative Schools is that we can go to the Ed Tech conference. This is a benefit as it gives him a better sense of how to prepare students for these areas. Also the MIT trip reaffirmed that our students are being exposed to coding and computational thinking. We are working with the math supervisor to infuse coding into the curriculum so all students get that exposure. This again emphasizes the importance of preparing students for STEM. We can work with the K8s to develop maker spaces. Also the fabricating center at Pascack Hills should be expanded and improved.

When he asked what freshman are lacking when they arrive at MIT, he was told that they lacked the ability to collaborate and problem solve. Communication skills need work. Lastly, MIT looked at the freshman year experience as "grade/ no grade". There is no record of a failing grade as they allow for the adjustment if the student repeats the course.

Ms. Molinelli asked about the delineation between girls and boys. For the most part the split is equal according to Mr. Gundersen. Molecular genetics is a good split. Robotics teams as well are split equally. We are above the national average. We need to improve on the coding aspect.

Ms. Bissinger gave a recap of the Robotics team experience.

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.

Mr. Derosa from Hillsdale thanked the board for recording the meetings and asked about the purpose of leasing the building in Hillsdale. Ms. Baxley explained the 18-21 year

program and how the facility would be used. He also congratulated Kelly Petro and the girls' team.

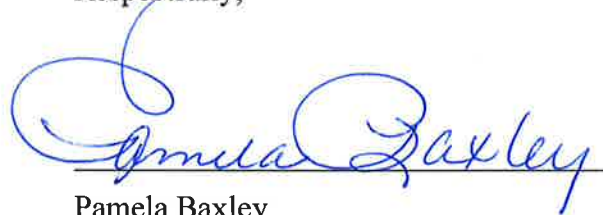
Mr. Gundersen reminded the audience that school would be closed the next day as a result of the impending snow storm and he would update the public regarding Wednesday when more news was available.

Pippin opens on Thursday night.

XIV. ADJOURNMENT

A motion was made by Ms. Bissinger to adjourn at 8:37 p.m. Mr. Scher 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.