

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

**Pascack Valley Regional High School District**

September 25, 2017

Minutes of the Regular Meeting of the Board of Education held on Monday, September 25, 2017 at 8:00 p.m. in the Pascack Valley High School Auditorium.

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

The meeting was called to order at Pascack Valley High School in Room 167 at 7:00 p.m. by Mr. Jeffrey Steinfeld, President.

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

Absent: Mr. Joseph Blundo

Also Present: Mr. P. Erik Gundersen, Superintendent  
Ms. Pamela Baxley, Business Administrator/Board Secretary

**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 12, 2017 and September 22, 2017.

**MOTION TO ENTER INTO EXECUTIVE SESSION**

A motion was made by Mr. Scher to enter into an executive session at 7:05 p.m. Ms. Bissinger seconded the motion, which was unanimously carried.

**WHEREAS**, the Pascack Valley Regional High School District Board of Education has been formed pursuant to applicable New Jersey Statutes; and

**WHEREAS**, the Board is charged with the responsibility of performing all acts and doing all things, consistent with law and the rules of the State Board of Education, necessary for the lawful and proper conduct, equipment and maintenance of the public schools and public school property of the Pascack Valley Regional High School District; and

**WHEREAS**, Section 7 of the Opening Public Meetings Act (N.J.S.A. 10-4-12) permits the exclusion of the public (“Executive Session”) from a meeting of the Board in certain circumstances; and

**WHEREAS**, the Board has determined that circumstances exist for such an Executive Session; and

**WHEREAS**, the Board has found the action described below to be necessary and proper;

**NOW, THEREFORE, BE IT RESOLVED** by the Board on the date indicated above that:

1. The public shall be excluded from discussion of and action on the Executive Session herein set forth.
2. The subject matter to be discussed is as follows: a personnel matter.
3. The Board will return to the Regular Board Meeting at 8:00 p.m.
4. Official action may or may not be taken when the Board reconvenes to Public Session.

A motion was made by Ms. Bissinger to return into the public meeting at 7:55 p.m. Mr. Scher seconded the motion, which was unanimously carried.

At this time the meeting resumed in the auditorium.

Also present at that time were:

Student Representatives: Olivia Lein – PHHS; Amelia Moran – PVHS

Ms. Claudia Gibbs, Administrative Assistant to Superintendent

#### **IV. ROUTINE MATTERS**

##### Monthly Reports

##### **Superintendent’s Report:** Mr. P. Erik Gundersen

The district experienced another smooth opening of school this year! Our summer staff members, administrative team, and counselors worked during the summer to make the launch of the ’17 – ’18 school year a success! I would like to extend my appreciation to all who have worked so hard over the summer to guarantee such a smooth opening.

The wellness center, along with our guidance department was staffed throughout the summer to provide resolutions to scheduling conflicts, provide students with emotional / mental health assistance, conduct individual freshman conferences for students and their

parents, and offer seniors “college search boot camps” all prior to the beginning of the school year.

Congratulations to all of our newly tenured staff who are joining us here this evening. You are the first group to have spent four years in our district prior to earning tenure and I can assure the Board that I am convinced that you are exceptional educators who I am proud to work with as you help provide your students with the challenging, rigorous, and rich education that they deserve.

Also, I would like to welcome all of our new staff members here this evening! We are excited that you have decided to join us as we strive to provide our students with the needed mindset, structures, and knowledge to prepare them for what comes after high school. We are only one month into the school year and already you are making a positive and constructive mark on our district and the students we serve.

Thus concludes the Superintendent’s Report for September 25, 2017.

### **Student Reports:**

Olivia Lein – Pascack Hills High School

Fall sports are in full swing, and all teams are off to a solid start, currently having winning records. One great accomplishment occurred this weekend, as the Volleyball team which only has one loss this season, won the Clarkstown Invitational Tournament defeating the reigning county champions River Dell in the final game.

The Fall Pep Rally was held on Wednesday, September 13th during Pascack period. It was one of the most spirited rallies Hills has had, highlighted by fun competitions between classes which included a Tug of War won by the seniors!

While many students supported Hurricane Harvey relief efforts, three student groups organized successful collections targeting specific needs in the Houston area. The *National Honor Society* collected sundries like toothpaste, toothbrushes and paper towels as requested by the mayor of Houston. *Hills DECA* adopted a classroom from Lee Elementary school and sent school supplies to the teacher whose classroom was destroyed in the Hurricane. The Baseball Team, in conjunction with the University of Houston’s baseball coach, collected and sent T-shirts for distribution in the Houston area.

The *Hills SGA* participated in the county-wide Day of Gold fundraiser. Students and staff wore gold to school on Tuesday September 19th, and contributed \$1200 to Josephine’s Garden fund for pediatric cancer.

On September 6th during Pascack Period, the guidance department held a “Common App” assembly for seniors. This was a continuation of the Summer Boot Camp, also hosted by the guidance department. The department will host Financial Aid Night on Wednesday, October 4th.

Lastly, Pascack Hills Back-to-School night is this Wednesday, September 27th. This officially concludes my September report.

#### Amelia Moran – Pascack Valley High School

In response to the tragedy of Hurricane Harvey, the Pascack Valley National Honor Society and Science Honor Society collected over \$960 to help with the relief effort. Thank you to all of the students and staff members that donated to the relief effort.

The National Honor Society and Spanish National Honor Society hosted a car wash on Saturday, September 16 to raise money for the Dr. Sapienza Scholarship Fund. It was a successful day raising money for the scholarship.

During the week of September 11, the Executive Council worked in conjunction with the Wellness Center to help raise awareness and money for Suicide Prevention Awareness Week. Students wore purple and/or turquoise on Thursday to stand together as a community for this important cause. The senior class also had the opportunity to win an extra parking spot for the spring session by buying raffle tickets. The fundraiser raised \$400 for Suicide Prevention Awareness Week. The Executive Council would like to thank Mrs. Rossig and Dr. Myers for including us in the various activities for the week.

On Tuesday, September 19, the Executive Council participated in the “Day of Gold.” The “Day of Gold” brings awareness to the Josephine’s Garden Fund at HUMC. This organization supports pediatric cancer research, while honoring the memory of Josephine Rispoli, a beautiful and courageous seven year old who passed away after a year-long battle with a brain tumor. In support of this important cause, PV students wore gold or yellow and donated money. Thanks to PV’s extreme generosity, the Executive Council collected \$1,630 for Josephine’s Garden Fund. Thank you to all who participated by dressing up and donating money.

On Saturday, October 21, Pascack Valley will host the 4<sup>th</sup> Annual Homecoming BBQ. The Homecoming Committee has been hard at work preparing for this year’s event. There will be lots of food and activities throughout the day for the entire Pascack Valley community. All are welcome to attend the BBQ. The event runs from 11:30 am to 4:30 pm. Be sure you come out to celebrate PV’s Homecoming on October 21 and cheer on the football team as they play Ridgefield Park. For more information, please visit the Homecoming website at <https://valley.pascack.org/homecoming>.



<b>Name</b>	<b>Position</b>
John Rainey	M–F Day P/T Custodian – PV
Nicholas Ramagli	P/T Physical Education – Park Academy
Brooke Schwartzman	Special Education/Biology Teacher – PH

**Recently Tenured**

<b>Name</b>	<b>Position</b>
Courtney Farrell	Spanish Teacher – PV
Brittany Gallagher	Special Education Teacher – Park Academy
Anthony Judilla	Science Teacher – PV
Jordan Kapp	School Counselor – PV
Lisa McKay	Behaviorist – District
Noemi Rodriguez	Supervisor World Lang, FACS, & Music – District
Yi Ping (Debbie) Yao	Chinese Teacher – District

**2. Diplomate in School Neuropsychology**

**WHEREAS**, Dr. Steven Myers, Pascack Valley High School’s Student and Family Resource Liaison, earned the credential of Diplomate in School Neuropsychology from the American Board of School Neuropsychology. He is one of only twenty Diplomates in School Neuropsychology in the State of New Jersey.

As a Diplomate in School Neuropsychology, Dr. Myers will provide neuropsychological assessment and interpretation services in our district and Region II for students with known or suspected neurological conditions, and,

**NOW THEREFORE BE IT RESOLVED**, that the Pascack Valley Regional High School District Board of Education, recognize and commend Dr. Myers for his outstanding achievement.

Mr. Gundersen commended Dr. Myers for helping his students and the district with this achievement.

Olivia Lein gave her school report as she arrived late to the meeting.

**BREAK FOR REFRESHMENTS**

**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-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:

<u>Shereen Bloom</u>	<u>Irene Cassa</u>	<u>Julie Downes</u>
<u>Shawn McDonald</u>	<u>Matthew Morone</u>	<u>Tracy Recine</u>
<u>Cindy Wagner</u>	<u>Lucia Zamora (2)</u>	

**2. BOE Policy – First Reading**

First Reading of the Pascack Valley Regional High School District Board of Education policies: Education Policy 6620, Petty Cash.

<b>Name of Policy/Regulation</b>	<b>Policy/Reg Number</b>
Payment of Claims	<u>P 6470</u>
Petty Cash	<u>P 6620</u>

**3. Sidebar Agreement**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the sidebar agreement between the Pascack Valley Regional Board of Education and the Pascack Valley Regional Support Staff Association.

**4. 2017-2018 Superintendent Merit Goals**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following merit goals for the 2017-2018 school year, for the Superintendent of Schools, for review and approval of the Executive County Superintendent, according to N.J.A.C. 6A:23, A-3.1(e)10.11:

1. In an effort to improve social equity and mental wellness the superintendent will develop and meet with six (6) different focus groups for an “Equity & Mental Wellness Feedback Series.” The focus groups will provide the superintendent with information necessary to make improvements to social equity issues as well as the mental wellness services provided by the district. Achieving this goal will thereby entitle him to a merit bonus of 3.33% of his annual salary for a total of \$6,443.





services will be billed at \$254.27 per diem for a maximum of 180 days for the 2017-2018 school year starting on September 11, 2017.

- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve bedside tutoring for student ID #808671 who was placed at St. Clare's, Denville, NJ, services will be provided for one-hour daily at the rate of \$55 per hour for approximately 6 weeks, estimated cost to be \$1,650.

**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 robotics team members, advisors and if necessary, chaperones, to deliver and participate in activities with University of West Virginia professors and students in Morgantown, WV from October 4 – 7, 2017.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack Valley Regional High School District lacrosse team members, advisors and if necessary, chaperones, to practice and compete at ESPN Wide World of Sports in Orlando, FL from March 16 – 20, 2018.
- c. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack High School music students, advisors and if necessary, chaperones, to perform and be adjudicated by music professionals, and attend a masterclass in Boston, MA from April 26 – 29, 2018.

**3. Curricula - Revised**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the revised curricula, for the following departments updated with the current student learning standards:

<u>Art Curricula</u>	<u>Family and Consumer Sciences Curricula</u>
<u>Music Curricula</u>	<u>Science Curricula</u>
<u>Special Education Curricula</u>	<u>Technology Education Curricula</u>
<u>World Languages Curricula</u>	

**4. Out-of-district Placement**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve an out-of-district placement for student ID #80885 at New Alliance Academy, Paramus, NJ for the 2017-2018 school year, from September 7, 2017 through July 29, 2018 for total tuition of \$85,260.



**X. HUMAN RESOURCES – NON-CERTIFICATED**

Consent Agenda for Items 1 – 7

**1. Additional Hours for Bus Duty**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve additional hours as needed for bus duty to ensure student safety in boarding buses for the following Pascack Hills aides sharing the duty of 7.5 hours per week during the 2017-2018 school year, at their usual hourly rate:

Cynthia Candrilli	Stephanie Mendelson	Marnee Rosen
-------------------	---------------------	--------------

This is a modification to the item approved by the Board of Education on June 19, 2017.

**2. Co-curricular Resignation**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the resignation of Lori Birdsall as an advisor for the Pascack Valley Regional robotics team for the 2017-2018 school year.

**3. Co-curricular Appointment**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Roseann Heytink as a shared advisor for the Pascack Valley Regional robotics team for the 2017-2018 school year for a stipend of \$2,750.

**4. Volunteer**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Robert Maggiulli as a volunteer for the Pascack Valley High School football team for the fall season of the 2017-2018 school year.

**5. Substitute Teacher**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Karina Almonte as a substitute teacher for the district for the 2017-2018 school year.

**6. ABA Instructional Assistant – Region II**

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Joel Belisle as a part-time Applied Behavior Analysis Instructional Assistant for Region II, at the hourly rate of \$20 for the 2017-2018 school year.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Kathryn



**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 July 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 July 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. <u>Cafeteria</u> Account	July 2017
b. <u>e-Learning</u> Account	July 2017
c. <u>Capital</u> Project Account	July 2017
d. <u>Student Government Account</u> - PH	July 2017
e. <u>Student Government Account</u> - PV	July 2017
f. <u>Athletic Account</u> – PH	July 2017
g. <u>Athletic Account</u> – PV	July 2017
h. <u>Compensating</u> Balance	July 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 July.

**6. Applied Behavioral Analysis Parent Training Agreement Between Region II and Non-Member Districts**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the agreement between Region II and the Non-Member Districts for Applied Behavioral Analysis Parent Training for the 2017 – 2018 school year.

Allendale	Cliffside Park	Cresskill	Demarest
Dumont	Englewood	Franklin Lakes	Glen Rock
Mahwah	Midland Park	Oakland	Ramsey
Ridgewood	River Edge	Saddle River	South Hackensack
Teaneck	Tenafly	Upper Saddle River	Waldwick
Wall Township	West Milford	Woodcliff Lake	Wyckoff
Northern Highlands			

**7. Nonpublic Allocations for the 2017-2018 School Year**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the Nonpublic Allocations for the 2017–2018 school year.

Nonpublic Nursing	\$47,142.00
Nonpublic Textbook	\$19,940.00
Nonpublic Technology	\$13,468.00
Nonpublic Security	\$36,450.00

**8. Donation**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, donate \$500 each to the Parent Faculty Association (PFA) of Pascack Hills High School and the Pascack Faculty Organization (PFO) of Pascack Valley High School.

**9. Donation**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the generous donation from the Pascack Valley Parent-Faculty Organization in the amount of \$2,000 for the purchase of benches for the area outside the Athletic Wing.

**10. Approval of Change Order 001 Site & Parking Lot at PVHS – Rochelle Contracting Co, Inc.**

**RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve change order 001 submitted by Rochelle Contracting Co., Inc. of Landing, New Jersey. This change order is an increase in the amount of \$3,030.40 for work at Pascack Hills High School. Furthermore, this change order has been reviewed and approved by Environetics Group Architects, P.C.

Rock removal at three bleacher footings	5,000.00
Removal of soil & relocation of below grade conduit under bleacher	7,500.00
Add logo to tennis court windscreen fabric	2,612.00
Change from 30' to 40' aluminum poles & ball stopper netting to 40'	
To 60' wood poles & netting	(12,081.60)
<b>Total</b>	<b>\$3,030.40</b>

Original Contract Amount	2,382,100.00
Net Change By Previously Authorized Change Order(s)	0.00
Subtotal	2,382,100.00
Contract Increased by Change Order	\$3,030.40
Revised Contract Amount	\$2,385,130.40

**11. Amendment of 403B and 457 Plan to add Security Benefit as a Provider**

**WHEREAS**, the District, heretofore has maintained the Pascack Valley Regional High School District 403(b) and 457("the Plan") for the benefit of its eligible employees; and

**WHEREAS**, the District has reserved the right to amend the Plan at any time; and

**WHEREAS**, the Board of Education of the Pascack Valley Regional High School District has determined that it would be in the best interests of the district to amend the Plan;

**NOWTHEREFORE**, be it:

**RESOLVED**, that the Plan shall be amended to add Security Benefit as an approved vendor effective as soon as administratively possible after the signature date.

And be it further:

**RESOLVED**. That the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

**12. Amendment of 403B and 457 Plan to add Lincoln Investment as a Provider**

**WHEREAS**, the District, heretofore has maintained the Pascack Valley Regional High School District 403(b) and 457("the Plan") for the benefit of its eligible employees; and

**WHEREAS**, the District has reserved the right to amend the Plan at any time; and

**WHEREAS**, the Board of Education of the Pascack Valley Regional High School District has determined that it would be in the best interests of the district to amend the Plan;

**NOWTHEREFORE**, be it:

**RESOLVED**, that the Plan shall be amended to add Lincoln Investment as an approved vendor effective as soon as administratively possible after the signature date.

And be it further:

**RESOLVED**, That the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

**13. Adoption of Amended 403B Deferred Compensation Plan and Trust Agreement**

**RESOLVED** that the Pascack Valley Regional Board of Education at the recommendation of the superintendent, adopt the attached Eligible 403 (b) Deferred Compensation Plan and Trust Agreement.





Mr. DeRosa commented that Mr. Gundersen's endorsement is for a Route to Schools Grant.

**XV. ADJOURNMENT**

A motion was made by Ms. Molinelli to adjourn at 9:00 p.m. Ms. Bissinger seconded the motion, which was unanimously carried.

Respectfully,

A handwritten signature in cursive script, appearing to read "Pamela Baxley", written over a horizontal line.

Pamela Baxley

Business Administrator/ Board Secretary

