MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

Pascack Valley Regional High School District

February 5, 2018

Minutes of the Regular Meeting of the Board of Education held on Monday, February 5, 2018 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 in the Media Center at Pascack Valley High School at 7:00 p.m. by Mr. Jeffrey Steinfeld, President.

Present: Mr. Jeffrey Steinfeld, President

Ms. Janet Bissinger, Vice President

Mr. Joseph Blundo Ms. Tammy Molinelli Mr. Kenneth Ralph Mr. Arnold Scher Mr. James Stankus Mr. David Steinberg

Absent: Mr. Brian Hallowell

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.

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, Suite 2, Montvale, NJ 07645.

Copies of all public meeting agendas are online on the district website:

MOTION TO ENTER INTO EXECUTIVE SESSION

A motion was made by Mr. Blundo to enter into an executive session at 7:03 p.m. Ms. Bissinger seconded the motion, which was unanimously carried.

The Pascack Valley Regional High School District Board of Education will meet at 7:00 p.m. in the Media Center at Pascack Valley High School, 200 Piermont Avenue, Hillsdale, NJ, for the purpose of recessing to a closed Executive Meeting.

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:
 - 1. School Security,
 - 2. Possible HIB incidents.
- 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 Mr. Ralph to return into the public meeting at 7:55 p.m. Ms. Bissinger 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

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 February 3, 2018.

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:

January 22, 2018	Executive Meeting	7:33 p.m.
January 22, 2018	Regular Meeting	8:00 p.m.

Moved by:	Bissii	nger			Seconded by:	Moli	nelli		
				VC)TE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	Ø				Scher	Ø			
Blundo					Stankus	\square			
Hallowell					Steinberg	\square			
Molinelli	\square				Steinfeld	\square			
Ralph	\square								

V. STUDENT RECOGNITION

1. The Environment Club of Pascack Valley

WHEREAS, Cassidy Smith, a junior at Pascack Valley High School will accept on behalf of the Environment Club of Pascack Valley, a certificate recognizing their achievement.

The native plant garden planted by the Environmental Club of PVHS near the tennis courts has recently become certified by the Bergen County Audubon Society (BCAS). In order for this to occur, the garden had to meet the requirements of BCAS's Certified Wildlife Garden program by providing all the necessary components for wildlife to live, grow, and thrive in a healthy habitat, and,

NOW THEREFORE BE IT RESOLVED, that the Pascack Valley Regional High School District Board of Education, recognize and commend the members and advisors of the Environment Club of Pascack Valley for their outstanding achievement.

2. North Jersey School Music Association (NJMSA)

WHEREAS, the following students from Pascack Hills and Pascack Valley High Schools were accepted to the North Jersey School Music Association Region I Orchestra, Wind Ensemble and Choirs. These students participated in a rigorous audition process and were accepted based on their musicianship, vocal abilities, and preparation:

Lisa Agranov – PV	Zainah Alizade - PH	Tirso Ballesteros – PV
Treble Choir	Mixed Choir	Mixed Choir
Jacob Barcelona – PV	Antonio Fyfe – PV	Danny Jeong – PH
Mixed Choir	Mixed Choir	Wind Ensemble & Orchestra - Clarinet
Amber Leung – PH	Gianna Lucido – PH	Katherine Park - PH
Treble Choir	Mixed Choir	Orchestra - Viola
Kajal Ramrup – PV	Delia Stiles – PV	Katherine Suarez – PV
Mixed Choir	Mixed Choir	Mixed Choir
Isabella Tjan – PV	Sarah Winston – PH	
Mixed Choir	Treble Choir	

NOW THEREFORE BE IT RESOLVED, that the Pascack Valley Regional High School District Board of Education, recognize and commend these students for their outstanding achievements.

3. New Jersey All-State Symphonic Band

WHEREAS, Danny Jeong, who plays the clarinet, and is a junior at Pascack Hills High School, was selected to the New Jersey All State Symphonic Band, and,

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

4. Dr. Martin Luther King Junior Youth Certificate of Merit

WHEREAS, Chandni Shah, a Senior at Pascack Valley High School was awarded the Dr. Martin Luther King Junior Youth Certificate of Merit. This award is given to high school senior students from Bergen County public and private high schools whose academic achievement and community service truly exemplifies the ideals of Dr. King, and,

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

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 1-5

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 preauthorizations for the following:

P. Erik Gundersen	David Librera	Amy Maniscalco
Sandor Toth		

2. Harassment, Intimidation, and Bullying 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 report: 67797 PHHS 01122018.

3. Board of Education Policies and Regulations - First Reading

First reading of the following Pascack Valley Regional High School District Board of Education policies and regulations:

Name of Policy or Regulation	Policy/ Reg Number
Military Leave	P 3437
Military Leave	P 4437
Student Tracking Devices	P 5516.01
Lead Testing of Water in Schools	P 7425
School District Security	<u>P 7440</u>
Electronic Surveillance in School Buildings and on School Grounds	<u>P 7441</u>
District Sustainability Policy	<u>P 7461</u>
Bus Driver/Bus Aide Responsibility	P 8630
Use of Electronic Signatures	P 9242
High School Transcripts	<u>R 5460.1</u>
Educational Adequacy of Capital Projects	<u>R 7101</u>
School District Security	<u>R 7440</u>
Electronic Surveillance in School Buildings and on School Grounds	<u>R 7441</u>
Emergency School Bus Procedures	<u>R 8630</u>

4. Job Descriptions

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

Specialist (revised) Administrator (new)	Information Technology Specialist (revised)	Network Manager (new)	Systems and Network Administrator (new)
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5. Custodian Holiday Calendar 2018-2019

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the 2018-2019 custodian holiday calendar.

Moved by:	Bissir	nger			Seconded by:	Ralph	1		
				VC)TE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger					Scher	$ \overline{\mathbf{A}} $			
Blundo					Stankus				
Hallowell				abla	Steinberg				
Molinelli					Steinfeld				
Ralph	$\overline{\mathbf{V}}$								

Mr. Gundersen explained the job description changes and the redesign of the technology department. Mr. Scher asked if we were adding anyone. Mr. Gundersen replied that the same number of people would be employed, they were just reclassifying people.

VIII. EDUCATION

Consent Agenda for Items 1 - 3

1. Home / Bedside Instruction

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve bedside tutoring for student ID #807453 received at High Focus Center, Glassboro, NJ starting January 22, 2018. Services are being provided by Professional Education Services Inc. at \$55 per hour, two hours per day, for each day that instruction is provided for approximately four weeks.

2. Overnight Trips

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve <u>Pascack Hills High School History Bowl</u> team members, advisor and if necessary, chaperones, to travel to Arlington, VA to compete in the National History Bee and Bowl finals from April 27 29, 2018.
- b. RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve <u>Pascack Hills High School DECA</u> team members, advisors, and if necessary, chaperones, to travel to Atlantic City, NJ to compete in the DECA State Leadership Conference/Competition from February 27 March 1, 2018.
- **c. 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 robotics team members, advisors and if necessary, chaperones, to travel to <u>Waterbury, CT</u> to compete in the Northeast District Waterbury event from March 9 11, 2018.
- **d. 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 robotics team members, advisors and if necessary, chaperones, to travel to <u>Bethlehem, PA</u> to compete in the Mid-Atlantic Regional Championship from April 5 7, 2018.
- e. **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 robotics team members, advisors and if necessary, chaperones, to travel to <u>Detroit</u>, <u>MI</u> to compete at the FIRST Robotics Championship from April 24 28, 2018.
- **f. RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve <u>Pascack Valley High School science students</u>, teachers, and if necessary chaperones, to travel to Switzerland, Germany, Austria and Italy to explore the science of the nucleus from April 16 28, 2019.

Moved by:	Bissi	nger			Seconded by:	Ralpl	ı		
				VC	TE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	\square				Scher	\square			
Blundo					Stankus				
Hallowell					Steinberg				
Molinelli	$\overline{\checkmark}$				Steinfeld				
Ralph	$\overline{\checkmark}$								

Mr. Steinberg asked Ms. Bissinger if the Waterbury, CT trip was a new venue for robotics. She replied that it was new this year.

IX. HUMAN RESOURCES - NON-CERTIFICATED

Consent Agenda for Items 1-7

1. New Hire

- a. RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Scott Jones, Information Technology Specialist for the district, effective March 12, 2018, at the annual salary of \$53,098, pro-rated, with health benefits.
- b. RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Keith Mitchell, Monday Friday day maintenance staff for Pascack Valley High School, effective February 15, 2018, at the annual salary of \$57,134, prorated, plus Black Seal license stipend of \$831 and maintenance stipend of \$1,901, each pro-rated, with health benefits.

2. Resignation - Modified

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept, with regret, the resignation of Christopher DeNoia, District Systems Administrator, effective February 1, 2018. Mr. DeNoia's resignation was previously accepted on January 22, 2018.

3. Changes of Assignment

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Washington Pico, Network Manager for the Pascack Valley Regional High School District for school year 2017-2018, effective February 6, 2018, at his same salary, with health benefits. Mr. Pico's previous assignment was Systems and Network Engineer.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Armen Hagopian, Systems and Network Administrator for school year 2017-2018, effective February 6, 2018, at the annual salary of \$77,566, pro-rated, and longevity of \$1,200, with health benefits. Mr. Hagopian' previous assignment was Network Administrator.

4. Substitute Teacher

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve <u>Celine Mileham</u> as a substitute teacher for the district for school year 2017-2018.

5. Athletic Resignations

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the resignation of <u>Chris Guinta</u> as assistant coach for the Pascack Valley High School boys lacrosse team.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, accept the resignation of <u>Alexandra Lates</u> as assistant coach for the Pascack Valley High School girls lacrosse team.

6. Athletic Appointments

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve <u>William Lynn</u> as staff supervising the weight room at Pascack Valley High School.
- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the attached athletic appointments for <u>Pascack Hills</u> and <u>Pascack Valley</u> High Schools, for the spring season of the 2017-2018 school year.

7. Volunteers

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following volunteers for the 2017-2018 school year:

Name	School	Activity		
Danielle Fischer	District	Robotics		
Jim Kennedy	n Kennedy Pascack Valley Baseball			
Robert Levy	District	Robotics		
Megan O'Brien	Pascack Hills	Drama		
Trent Shanley	District	Hockey		
Christine Vita	Pascack Hills	DECA		

Moved by:	Bissir	nger			Seconded by:	Schei	r		
):			VC	TE	-			
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	V				Scher	\square			
Blundo					Stankus	\square			
Hallowell					Steinberg				
Molinelli	\square				Steinfeld	\square			
Ralph	\square								

Mr. Scher noted that the substitute teacher was a student from the district.

Ms. Molinelli commented that all volunteers are all fingerprinted and required to undergo a background check.

X. FINANCE

Consent Agenda for Items 1 - 10

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 February 5, 2018	\$829,200.23
Payroll as of January 31, 2018	\$1,504,297.09
Total	\$2,333,497.32

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 2017/18 financial reports, which are in agreement reflecting the district's financial activities for the period December 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 December 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 December 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 overexpended 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	December 2017		
b. e-Learning Account	December 2017		
c. Capital Project Account	December 2017		
d. Student Government Account - PH	December 2017		
e. Student Government Account - PV	December 2017		
f. Athletic Account – PH	December 2017		
g. Athletic Account – PV	December 2017		
h. Compensating Balance	December 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 December.

6. 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		
1/19/18	Bonaparte/Warren	\$100	Robotics		
1/19/18	Robert & Rita Warren	\$300	Robotics		
1/24/18	Dan Recht & Jarret Schecter from T.E.E.E.M.	\$2,000	DECA & One Spirit		

7. IDEA FY 2017 - 2018 Amendment

RESOLVED that the Pascack Valley Regional Board of Education, at the recommendation of the superintendent, approve the submission of the IDEA, Part B grant amendment for 2017-2018 to include carryover funds of \$21.00, to be set aside for non-public schools.

8. Transportation – Aid-in-Lieu Reimbursement for the 1st Semester 2017-2018 School Year for Non-Profit Private School Parents

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, and pursuant to NJ State Administrative Code 6A:27-2.3, approve the first semester (September 2017 – January 2018) pupil transportation aid-in-lieu reimbursement to non-profit private school district parents in the amount of \$112,430.50.

9. Competitive Contracting for Banking Services

WHEREAS, the Pascack Valley Regional High School District Board of Education (hereinafter referred to as the "Board") is desirous of entering into a Banking Services Agreement and

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., allows boards of education to use "competitive contracting" in lieu of public bidding for any good or service that is exempt from bidding pursuant to section 5 of P.L.1971,c.198(C.40A:11-5); and

WHEREAS, banking services are specialized in nature due to their unique application and are necessary for effectively administering the banking needs of the district; and

WHEREAS, the Board is seeking specific proposals from interested vendors that are capable of providing banking services as specified in the request for proposal; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the Business Administrator to develop a Request for Proposal from qualified vendors interested and capable of providing such services consistent with the requirements set forth by law and contained in this resolution.

BE IT FURTHER RESOLVED that the Board President and Business Administrator are hereby authorized to execute any and all documents necessary to effectuate this Resolution.

10. Temporary Application for Instructional Space for the 2017-18 School Year

WHEREAS, the Pascack Valley Regional High School District Board of Education has approved the establishment of the Milestones Program with the goal of developing students' independent living skills and ability to acquire employment; and

WHEREAS, the Pascack Valley Regional High School District Board of Education has approved the lease at 63 Patterson Avenue in Hillsdale, New Jersey for said purpose;

NOW THEREFORE BE IT RESOLVED that the Pascack Valley Regional High School District Board of Education approves the initial temporary application for instructional space for the 2017-2018 school year.

Moved by:	Bissir	iger			Seconded by:	Ralpl	1		
				VC	OTE				
Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger					Scher	\square			
Blundo					Stankus				
Hallowell					Steinberg	\square			
Molinelli					Steinfeld				
Ralph	\square								

Mr. Steinfeld read #6 into the record. Mr. Gundersen explained about the work done with the Dakota Indian reservation.

Ms. Baxley explained competitive contracting.

XI. OLD BUSINESS

XII. NEW BUSINESS

Mr. Blundo said the Taiwanese exchange student he was hosting would be leaving tomorrow and had been a wonderful experience. The student commented that he will never be back to the US. To hear students conversing in Mandarin is a real credit to our foreign language department.

Mr. Steinberg commented that a policy is being discussed regarding board members being able to dial in for board meetings. There are times when a member cannot get to the meeting in time.

Mr. Scher said in Community Life there was an article about vaping. He asked if our policy had been updated to take this into consideration. Mr. Gundersen said that vaping products are being treated as drug paraphernalia and the students are being sent out for drug testing when they are found with it.

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 addressed the board and asked if the policy regarding students who were engaged in athletics and wanted to go on school sponsored trips had been resolved. Mr. Gundersen addressed the question. If a student is going on the trip to Italy, the student must tell the coach before the season starts. A conversation will take place to arrange a transition period to get another student ready to take their place. The student will not be penalized for taking part in the trip.

XIV. ADJOURNMENT

A motion was made by Ms. Bissinger to adjourn at 8:36 p.m. Mr. Ralph seconded the motion, which was unanimously carried.

Pamela Baxley

Respectfully,

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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