

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

Pascack Valley Regional High School District

January 9, 2018

Minutes of the Reorganization and Regular Meeting of the Board of Education held on Tuesday, January 9, 2018 at 8:00 a.m. in the Central Office conference room.

I. CALL TO ORDER

The meeting was called to order in the Central Office conference room at 8:00 a.m. by Ms. Pamela Baxley, Business Administrator.

II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Ms. Baxley led 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, publishing said notice in The Record on July 12, 2017, posting emergency re-scheduling on the district website and filing copies to municipal clerks as above.

REORGANIZATION AGENDA

ORGANIZATION OF BOARD

IV. OATH OF OFFICE AND APPOINTMENT OF OFFICERS

1. Certification of Election Results for Annual School Board – November 7, 2017

Ms. Pamela Baxley, Business Administrator/Board Secretary

Board of Education (Three-Year Term)

Kenneth Ralph – Hillsdale	618 votes
Arnold Scher – Hillsdale	802 votes
Brian Hallowell – Montvale	1010 votes
David Steinberg – Woodcliff Lake	915 votes

2. **Oath of Office:** Administered to newly re-elected Board Members by

Ms. Pamela Baxley, Board Secretary:

Kenneth Ralph – Hillsdale
Arnold Scher – Hillsdale
Brian Hallowell – Montvale
David Steinberg – Woodcliff Lake

3. **ROLL CALL**

Ms. Janet Bissinger
Mr. Joseph Blundo
Mr. Brian Hallowell
Mr. Kenneth Ralph
Mr. Arnold Scher
Mr. James Stankus
Mr. David Steinberg
Mr. Jeffrey Steinfeld
Mr. P. Erik Gundersen, Superintendent
Ms. Pamela Baxley, Business Administrator/Board Secretary
Ms. Claudia Gibbs, Administrative Assistant to Superintendent

Absent: Ms. Tammy Molinelli

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

4. Nomination and Election of President

The Board Secretary requested nominations for the office of President of the Pascack Valley Regional High School District Board of Education, according to board policy code number 0152.

- a. A motion was made to nominate candidates Jeff Steinfeld and Joseph Blundo for President of the Pascack Valley Regional High School District Board of Education. Mr. Blundo withdrew as he has recently obtained a new job and cannot focus the proper amount of time needed for the office.

Moved by: Hallowell 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>					

THE NEWLY ELECTED PRESIDENT OCCUPIED THE CHAIR

5. Nomination and Election of Vice President

Mr. Steinfeld requested nominations for the office of Vice President of the Pascack Valley Regional High School District Board of Education, according to board policy code number 0152.

- a. A motion was made to nominate Janet Bissinger for Vice President of the Pascack Valley Regional High School District Board of Education.

Moved by: Steinberg Seconded by: Hallowell

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>					

6. N.J.S.A. 18A:12-24.1 Code of Ethics for School Board Members

The President read aloud the following code of ethics which applies to all School Board Members:

School Board Members shall abide by the following Code of Ethics for School Board Members:

I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

I will support and protect school personnel in proper performance of their duties.

I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

Consent Agenda for Items 7 – 41

7. Appointment of Professional Services

WHEREAS, the Pascack Valley Regional High School District Board of Education requires the professional services of Attorneys, Accountants/Auditors and Architects, and

WHEREAS, the nature of the services to be performed meet the definition of “professional services” set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

WHEREAS, the Public School Contract Law N.J.S.A. 18A: 18A-5 authorizes the awarding of contracts for professional services by resolution of the Board of Education without publicly advertised competitive bids;

ACCORDINGLY, the Pascack Valley Regional High School District Board of Education authorizes the award of the following professional services appointments and contracts:

- a. That the firm of Fogarty & Hara, Counsellors at Law, Fair Lawn, NJ, be appointed Board of Education attorneys to provide legal services for the period January 4, 2018 to the next reorganization meeting, at fees negotiated for each individual project, and as per the following hourly rates: \$175 for a partner and \$155 for an associate. There is no increase in the hourly rates.
- b. That the firm of Nisivoccia LLP, Mt. Arlington, NJ, be appointed Board of Education auditors and accountants to provide auditing and accounting services for the period January 4, 2018 to the next reorganization meeting, at fees not to exceed \$44,884 and an hourly rate of \$150 for special projects.
- c. That the firm of Environetics Group Architects, PC, Englewood Cliffs, NJ, be appointed Board of Education architects to provide architectural services for the period January 4, 2018 to the next reorganization meeting, at fees negotiated for each individual project, at the following hourly rates: \$160 for principals, \$150 for associate principals, \$145 for senior project managers, \$85 for assistant project managers, \$125 for senior project architects, \$100 for project architects, \$75 for job captains, \$65 for design and technical staff, and \$55 for junior technical staff. There is no increase in the hourly rates.

These professional services contracts are made and awarded without competitive bidding as the services will be rendered by persons experienced in the practice of a process requiring specialized knowledge and resources.

BE IT FURTHER RESOLVED that a brief notice of this action shall be printed once in *The Record* as required by law, within ten (10) days of its passage, stating its nature, duration, service, and amount and that the resolution and contract are on file in the office of the Board of Education in the following form:

This resolution and contracts are on file and available for public inspection at the Board of Education's office, located at 28 West Grand Avenue, Suite 2, Montvale, NJ.

8. Approval of Insurance Agency

In accordance with N.J.S.A. 18A:-5.10, it is recommended by the Superintendent, that the Pascack Valley Regional High School District Board of Education approve Burton Agency, Inc., 44 Bergen Street, Westwood, NJ, to administer insurance provided through the North East School Board Insurance Group and student accident insurance through Robert McCloskey for the period January 4, 2018 to the next reorganization meeting.

9. Approval of Discovery Benefits

In accordance with N.J.S.A. 18A:-5.10, it is recommended by the Superintendent, that the Pascack Valley Regional High School District Board of Education approve Discovery Benefits to administer the flexible spending account for the period January 4, 2018 to the next reorganization meeting.

10. Approval of The Omni Group

In accordance with N.J.S.A. 18A:-5.10, it is recommended by the Superintendent, that the Pascack Valley Regional High School District Board of Education approve The Omni Group of Rochester, NY to be the third party plan administrator for the tax shelter plans for the period January 4, 2018 to the next reorganization meeting.

11. Approval of Environmental Consulting Services

In accordance with N.J.S.A. 18A:-5.10, it is recommended by the Superintendent, that the Pascack Valley Regional High School District Board of Education approve the contract for environmental consulting services submitted by Health & Safety Services, Inc., of Berlin, NJ, for the period January 4, 2018 to the next reorganization meeting.

12. Appointment of Bond Counsel

In accordance with N.J.S.A. 18A:18A-5.10, it is recommended by the Superintendent, that the Pascack Valley Regional High School District Board of Education approve the appointment Lisa A. Gorab, Esq., of the law firm of Wilentz, Goldman & Spitzer, as bond counsel for the period January 4, 2018 to the next reorganization meeting.

13. Appointment of Financial Advisors

In accordance with N.J.S.A. 18A:18A-5.10, it is recommended by the Superintendent, that the Pascack Valley Regional High School District Board of Education approve Phoenix Advisors, LLC., as financial advisor for the period January 4, 2018 to the next reorganization meeting.

14. Approval of Purchases Utilizing State Contracts, Educational Services Commission of New Jersey, WSCA (Western States Contracting Alliance), Admin Minnesota Cooperative Purchasing Venture, PEPPM (Pennsylvania Education Purchasing Program for Microcomputers), Hunterdon County Educational Services and Keystone

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, authorize the procurement of goods and services through state agency for the 2018-2019 school year.

WHEREAS, Title 18A:18A-10 provides that the Board of Education without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Pascack Valley Regional High School District Board of Education has the need, on a timely basis, to purchase goods and services utilizing state contracts, Educational Services Commission of New Jersey, WSCA, Admin Minnesota Cooperative Purchasing Venture, PEPPM, Hunterdon County Educational Services and Keystone.

WHEREAS, the Pascack Valley Regional High School District Board of Education desires to authorize its purchasing agent for the period January 4, 2018 to the next reorganization meeting as follows:

NOW, THEREFORE BE IT RESOLVED by the Pascack Valley Regional High School District Board of Education does, hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State of the Division of Purchase and Property utilizing various vendors.

15. Appointment of Board Secretary

RESOLVED, that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent and in accordance with N.J.S.A. 18A:17-5, approve the appointment of Pamela Baxley as Board Secretary for the 2018 –2019 school year.

16. Appointment of Assistant Board Secretary

RESOLVED, that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent and in accordance with N.J.S.A. 18A:17-5, approve the appointment of Brenda Kirk as Assistant Board Secretary for the 2018 – 2019 school year.

17. Appointment of Public Agency Compliance Officer

RESOLVED, that the Pascack Valley Regional High School District Board of Education at the recommendation of the Superintendent, approve the appointment of Pamela Baxley as the Public Agency Compliance Officer for the 2018 – 2019 school year.

18. Appointment of District 504 Officer

RESOLVED, that the Pascack Valley Regional High School District Board of Education at the recommendation of the Superintendent, approve the appointment of Mr. Sean Struncis as 504 Officer for the district for the 2018 – 2019 school year.

19. Appointment of Anti-Bullying Coordinator and Specialists

RESOLVED, that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, approve the appointments of Mr. Sean Struncis, District Anti-Bullying Coordinator, and Mrs. Gale Mangold, Pascack Hills High School Anti-Bullying Specialist, and Mrs. Christie Rossig, Pascack Valley High School Anti-Bullying Specialist for the 2018 – 2019 school year.

20. Appointment of Attendance Officers

RESOLVED, that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, approve the appointments of Lillian Murray of Pascack Hills High School and Robert Buesser of Pascack Valley High School, as Attendance Officers for the 2018 – 2019 school year.

21. Appointment of American Disabilities Act Coordinator

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Dr. Barry Bachenheimer as American Disabilities Act Coordinator for the 2018-2019 school year.

22. Appointment of Affirmative Action Officer

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Dr. Barry Bachenheimer as the Affirmative Action Officer for the 2018-2019 school year.

23. Appointment of Toxic Hazard Preparedness Officer

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Allan Martin as Toxic Hazard Preparedness Officer for the 2018-2019 school year.

24. Appointment of Health and Safety Officer

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Allan Martin as Health and Safety Officer for the 2018-2019 school year.

25. Appointment of School Safety Specialist

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Dr. Barry Bachenheimer as the School Safety Specialist for the 2018-2019 school year.

26. Appointment of Treasurer of School Moneys

RESOLVED, that the Pascack Valley Regional High School District Board of Education at the recommendation of the Superintendent and in accordance with N.J.S.A. 18A:13-14, approve the appointment of Ms. Deborah Carpino as Treasurer of School Moneys for the 2018–2019 school year.

27. Appointment of Broker of Record – Brown & Brown Benefit Advisors

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the appointment of Brown & Brown Benefit Advisors as the Broker of Record on the CIGNA Dental Plan for the 2018 – 2019 school year.

28. Approval of Legal Depositories – Bank for Deposits/Withdrawals/Safe Deposit Box

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, authorize the Business Administrator to invest school district funds within statutory limitations.

BE IT FURTHER RESOLVED that the Pascack Valley Regional High School District Board of Education designate Capital One as the bank for deposits and

withdrawals for the following accounts: Payroll, Payroll Agency, Unemployment, General Fund, Cafeteria, eLearning, Petty Cash, Capital Projects, Student Activities, and Athletics and approve the use of a safe deposit box at Capital One for the 2018 – 2019 school year.

BE IT FURTHER RESOLVED that the Pascack Valley Regional High School District Board of Education approve the following designated signatures on the above accounts; business administrator, board president, school treasurer, Pascack Valley High School principal and Pascack Hills High School principal for 2018-2019 school year.

29. Appointment of Qualified Purchasing Agent

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, appoint Pamela Baxley as its Qualified Purchasing Agent to exercise the duties of a qualified purchasing agent pursuant to N.J.S.A. 18:18A-2, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education for the 2018 – 2019 school year.

BE IT RESOLVED by the Pascack Valley Regional Board of Education, County of Bergen, New Jersey, that pursuant to State Law N.J.S.A. 18A:18A-5 all purchases and contracts exceeding the bid threshold of \$40,000, shall be awarded by board resolution at a public meeting including all State Contract purchases that exceed \$40,000.

30. Adoption of Existing Curriculum

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, adopt the existing curricula contained in the 2018 – 2019 Pascack Valley Regional Program of Studies for the 2018 – 2019 school year.

31. Approval of Legal Newspaper

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, approve *The Record* as the designated legal newspaper circulating within the district, for the 2018 – 2019 school year.

32. Appointment of School Physician

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, approve Dr. Michelle Mayer, 595 Chestnut Ridge Road, Suite 4, Woodcliff Lake, NJ, as school physician for the district, for the 2018 – 2019 school year.

33. Annual Approval of Board Expenses for NJSBAC and BCSBA

WHEREAS, the NJ School Boards Association Conference (hereinafter referred to as “NJSBAC”) will be held in October and Bergen County School Boards Association (Hereinafter referred to as “BCSBA”); and

WHEREAS, the Pascack Valley Regional High School District Board of Education (hereinafter referred to as the “Board”) has determined that Board member participation in the NJSBAC and BCSBA is both educationally necessary and fiscally prudent; and

WHEREAS, the Board has determined that Board member participation in the NJSBAC and BCSBA promotes the delivery of instruction and furthers the efficient operation of the Pascack Valley Regional High School District; and

WHEREAS, the travel and related expenses particular to the NJSBAC and BCSBA is expected to exceed the state travel guidelines established by the Department of Treasury in the NJ Office of Management and Budget (NJOMB) circular letter 06-02.

NOW THEREFORE BE IT RESOLVED that the Board finds any travel and related expenses related to Board member attendance at the NJSBAC and BCSBA in October and for the 2018 – 2019 school year, as well as reimbursement for same; and

BE IT FURTHER RESOLVED that the Board finds any travel and related expenses particular to the NJSBAC and BCSBA which exceed the State travel guidelines established by the Department of Treasury in NJOMB circular letter 06-02 to be necessary and unavoidable; and

BE IT FURTHER RESOLVED that the Board finds any such necessary and unavoidable expenses related to attendance at the NJSBAC and BCSBA to be justified and therefore reimbursable.

NOW THEREFORE BE IT RESOLVED that the aforementioned district employees will be reimbursed for travel related expenses at the designated 2018 – 2019 payment periods, in compliance with state statutory and federal regulatory requirements.

34. Approval of Bidding Agreement – Educational Data Services

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, approve the agreement with Educational Data Services to provide bidding services for a fee of \$9,500 for the 2018 – 2019 school year.

35. Purchases Exceeding Bid Threshold of \$40,000

RESOLVED by the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, that pursuant to State Law N.J.S.A. 18A:18A-5 all purchases and contracts exceeding the bid threshold of \$40,000, shall be awarded by board resolution at a public meeting including all State Contracts purchases that exceed \$40,000; therefore the Board hereby authorized purchases in excess of \$40,000 via State Contract with the vendors as listed:

VENDORS		
Apple	Dell/ASAP Software	Promedia
Atra Janitorial Supply	Dell Marketing L.P.	RFP Solutions
Academic Superstore	Dyntek	Shaws Complete Security
Blueally Technology	Hertz Furniture	Software House International
Bobcat of North Jersey	Hewlett Packard Financial	TechXTend
CDW-G	Howard Industries	TTI
Chas F. Connolly Dist	IBM Corp	United Business Systems
Cisco	IPS Global	Van-Con, Inc.
C. J. Vanderbeck & Son	Juniper Networks	Wells Fargo
Commercial Interiors Direct	Lightpath	
Cooper Electric Supply Co.	Ocean Computer	

36. Supplemental Insurance

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, approve Aflac as a provider of voluntary supplemental insurance to district employees for the 2018 – 2019 school year.

37. Nursing Services to Non-Public Students

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the Superintendent, renew the service contract with Catapult Learning to provide non-public nursing services for the 2018 – 2019 school year. Such services shall be rendered pursuant to and in accordance with Chapter 226 of the Laws of 1991, and all rules and regulations promulgated thereunder by the State Board of Education and the Commissioner of Education. Fees are determined by state allocation for non-public nursing services.

38. Approval of Maximum Travel and Related Expenditures

WHEREAS, pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Pascack Valley Regional High School District Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, the Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by state and local funds; and

WHEREAS, the Board of Education had previously established a maximum amount for the pre-budget year 2017-2018 as \$170,000.

WHEREAS, the Board of Education has expended \$73,137 of the maximum amount for the pre-budget year to date; and

RESOLVED, that the Pascack Valley Regional High School District Board of Education hereby establish the maximum travel expenditure amount for the 2018-2019 school year as \$180,000.

39. Annual Travel Pre-Authorization

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

Teachers who travel between schools as required by their job description will be reimbursed for their mileage at the end of the term at the NJ OMB Circular established rate;

Teachers who travel to free conferences and workshops sponsored by the New Jersey Department of Education, or educational associations, will be reimbursed for their mileage at the NJ OMB Circular established rate;

Supervisors who travel to meetings and other events as required by their job description will be reimbursed for their mileage at the NJ OMB Circular established rate;

Administrators who travel to meetings and other events as required by their job description will be reimbursed for their mileage at the NJ OMB Circular established rate;

Child Study Team members who travel to meetings and other events as required by their job description will be reimbursed for their mileage at the NJ OMB Circular established rate;

Technology Department employees who travel to meetings and other events as required by their job description will be reimbursed for their mileage at the NJ OMB Circular established rate;

Region II employees who travel to meetings and other events as required by their job description will be reimbursed for their mileage at the NJ OMB Circular established rate;

NOW THEREFORE BE IT RESOLVED, that the aforementioned district employees will be reimbursed for travel related expenses at the designated 2018-2019 payment periods, in compliance with state statutory and federal regulatory requirements, not to exceed \$1,500 per employee for regular business travel which does not require board approval.

40. Tax Shelters

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2018 – 2019 school year.

Moved by: Bissinger Seconded by: Scher

VOTE

Bd. Mbr.	Aye	Nay	Abs.	N/P	Bd. Mbr.	Aye	Nay	Abs.	N/P
Bissinger	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Scher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Blundo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>					

II. 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.

III. POLICY

Consent Agenda for Items 1 – 3

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>Craig Buckley</u>	<u>Ryan Dore</u>	<u>Dayna Lane</u>
<u>Aarti Mallya</u>	<u>Lisa McKay</u>	<u>Michela Piccoline</u>
<u>Brooke Schwartzman</u>	<u>Mary Scorese</u>	<u>Roni Silberstein</u>

2. Job Description

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the modified job description for Student and Family Resource Liaison.

3. Harassment, Intimidation and Bullying Reports

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, affirm the findings of the HIB reports: 66779_PHHS_12052017 and 66899_PVHS_12072017.

Moved by: Bissinger Seconded by: Hallowell

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>					

VII. 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 January 4, 2018	\$585,423.89
Payroll as of December 31, 2017	\$1,470,950.66
Total	\$2,056,374.55

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

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
12/21/17	The Edcamp Foundation	\$200	Pomptonian breakfast for teachers participating in Edcamp
1/2/18	Material Needs, Inc.	\$2,000	Robotics

7. Obsolete Equipment

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the disposal, donation, sale or recycling of the following:

CB Drum Set-complete	Silvertone Drum Set-complete
Pearl Drum Set-almost complete	Nugier Hand Operated Hydraulic Press Model H25-7 – No longer functions

8. Shared Services Agreement – SLEO IIIs

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the shared Service Agreement between the Borough of Hillsdale and Pascack Valley Regional High School District concerning the hiring and placement of special police officer SLEO IIIs at Pascack Valley High School for the 2017-2018 school year.

9. Shared Services Agreement – Technology Services with Englewood School District

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the shared Service Agreement between Englewood School District and Pascack Valley High School District to assist in the implementation of the Englewood School District 1:1 laptop program.

10. Cigna Dental Renewal

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve the 0% increase for the Cigna dental renewal for the period February 1, 2018 through January 31, 2019.

11. Competitive Contracting for Professional Employer Organization – Region II

WHEREAS, the Pascack Valley Council For Special Education (hereinafter referred to “Region II”) is desirous of entering into an agreement with a professional employer organization; 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, professional employer organizations are specialized in nature due to their unique application and are necessary for effectively administering the human resources, and payroll operations of Region II; and

WHEREAS, the Board is seeking specific proposals from interested vendors that are capable of providing comprehensive human resources, and payroll programs in their capacity as a professional employer organization.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the Business Administrator to develop a Request for Proposals 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.

Moved by: Bissinger Seconded by: Hallowell

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 the donations into the record.

VIII. OLD BUSINESS

Mr. Scher asked about the status of the milestones facility which Ms. Baxley addressed. He also commented that the criteria for naming facilities has been discussed previously and wanted to know if any decisions had been made regarding what necessary criteria would be required. Mr. Gundersen explained that when the policy committee meets we will formalize that procedure and the criteria necessary.

IX. NEW BUSINESS

Mr. Hallowell asked that the engineering firm have a schedule of projects in a chart form with timelines at the next buildings and grounds meeting.

Ms. Bissinger informed the board that on Saturday the robotics kickoff took place and the name of this year's project will be Power Up.

Mr. Scher asked for an explanation of the difference between the current method used to allocate student costs and a send/receive relationship as a result of the desire of Woodcliff Lake to make the change. He also asked who makes that decision. Mr. Blundo explained that the three towns remaining in the district would decide and also decide on the tuition rate charged. He recommended that the district begin to look at what a three town district would look like. Mr. Gundersen explained that the last time this issue was brought up, the board didn't get involved in the politics but instead requested advice of counsel. We would use a firm other than Fogarty because of a conflict of interest.

X. 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.

XI. ADJOURNMENT

A motion was made by Mr. Hallowell to adjourn at 8:31 a.m. Ms. Bissinger seconded the motion, which was unanimously carried.

Respectfully,

A handwritten signature in black ink, appearing to read 'Pamela Baxley', written over a horizontal line.

Pamela Baxley
Business Administrator/ Board Secretary

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