

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

Pascack Valley Regional High School District

November 6, 2017

Minutes of the Regular Meeting of the Board of Education held on Monday, November 6, 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. 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.

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.

MOTION TO ENTER INTO EXECUTIVE SESSION

A motion was made by Mr. Scher to enter into an executive session at 7:00 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

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

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 a travel expense pre-authorization for Christine Pollinger.

2. BOE Policies and Regulations

a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, adopt the following policies and regulations:

Name of Policy or Regulation	Policy/ Reg Number
Evaluation of Superintendent	<u>P 1240</u>
Board of Education Website Accessibility	<u>P 1511</u>
Services to Nonpublic School Students	<u>P 2700</u>
District Mentoring Program	<u>P 3126</u>
Evaluation of Teachers	<u>P 3221</u>
Evaluation of Teaching Staff Members, Excluding Teachers and Administrators	<u>P 3222</u>
Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals	<u>P 3223</u>
Evaluation of Principals, Vice Principals, and Assistant Principals	<u>P 3224</u>
Professional Development for Teachers and School Leaders	<u>P 3240</u>
Long-Range Facilities Planning	<u>P 7100</u>
Educational Adequacy of Capital Projects	<u>P 7101</u>
Site Selection and Acquisition	<u>P 7102</u>
School Closing	<u>P 7130</u>
Disposition of Property	<u>P 7300</u>
District Sustainability Policy	<u>P 7461</u>
Local Wellness Policy/Nutrient Standards for Meals and Other Foods	<u>P 8505</u>
Unpaid Meal Charges/Outstanding Food Service Charges	<u>P 8550</u>
Evaluation of Superintendent	<u>R 1240</u>
District Mentoring Program	<u>R 3126</u>

Name of Policy or Regulation	Policy/ Reg Number
Evaluation of Teachers	<u>R 3221</u>
Evaluation of Teaching Staff Members, Excluding Teachers and Administrators	<u>R 3222</u>
Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals	<u>R 3223</u>
Evaluation of Principals, Vice Principals, and Assistant Principals	<u>R 3224</u>
Professional Development for Teachers and School Leaders	<u>R 3240</u>
Long-Range Facilities Planning	<u>R 7100</u>
Educational Adequacy of Capital Projects	<u>R 7101</u>
Site Selection and Acquisition	<u>R 7102</u>
Disposition of Land	<u>R 7300.2</u>
Disposition of Personal Property	<u>R 7300.3</u>
Disposition of Federal Property	<u>R 7300.4</u>

- b. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, abolish Regulation 7300.1 Disposition of Instructional Property as the procedures are the same as Regulation 7300.3, adopted in the item above.

3. 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 harassment, intimidation, and bully report, PV-1 2017-2018.

Moved by: Bissinger Seconded by: Stankus

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

VII. EDUCATION

Consent Agenda for Items 1 - 2

1. Overnight Trips

- a. **RESOLVED** that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Pascack Hills High School track team members, coaches, and if necessary, chaperones, to attend the Penn Relays in Philadelphia, PA from April 25 – 28, 2018.

3. Co-curricular Appointments

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Jordan Saxon and Corin Gamgort as co-advisors for the Pascack Hills High School Academic Decathlon for a stipend of \$1,275 each, for the 2017-2018 school year.

4. Athletic Appointments

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve Curtis Peters and Matt Marini as co-assistant coaches for the Pascack Hills High School women's basketball team for a stipend of \$3,163 each, for the 2017-2018 school year.

5. 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
Peter Bilash	PVHS	Girls Varsity Basketball
Robert Nussbaum	PVRHSD	Robotics
Adrian Pickering	PVRHSD	Robotics
Justin Solleder	PVRHSD	Robotics

6. Support Staff Member Suspension

RESOLVED that the Pascack Valley Regional High School District Board of Education, at the recommendation of the superintendent, approve a suspension with pay of staff member ID #1297, effective October 27, 2017 until the investigation by the affirmative action officer is presented to the board of education in executive session at their next regular meeting.

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 number 1 into the record.

IX. 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 November 6, 2017	\$529,673.31
Payroll as of October 31, 2017	\$1,858,679.96
Total	\$2,388,353.27

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

6. Pascack Valley High School – 1st Annual School Bus Emergency Evacuation Drill Report for 2017-2018 School Year

RESOLVED that the Pascack Valley Regional Board of Education, pursuant to the Administrative Code (NJAC 6A:27-11.2) and at the recommendation of the Superintendent, approve the following completed school bus emergency evacuation drill for the Pascack Valley Regional High School, 200 Piermont Avenue, Hillsdale, NJ.

The first of two annual drills for the 2017-2018 school year was conducted on October 11, 2017 at 7:15 a.m. – 7:40 a.m. in the front of the school building.

WHEREAS, the Scholastic Bus Company’s staff of school bus drivers for routes #9, 10, 11, & 12, participated in the school bus emergency evacuation drill; and which included the supervision of Mr. John Puccio, and Ms. Debbie Squicciarri, Assistant Principals of Pascack Valley High School.

7. Pascack Hills High School – 1st Annual School Bus Emergency Evacuation Drill Report for 2017-2018 School Year

RESOLVED that the Pascack Valley Regional Board of Education, pursuant to the Administrative Code (NJAC 6A:27-11.2) and at the recommendation of the Superintendent, approve the following completed school bus emergency evacuation drill for the Pascack Hills High School, 225 West Grand Avenue, Montvale, NJ.

The first of two annual drills for the 2017-2018 school year was conducted on October 27, 2017 at 7:00 a.m. – 8:00 a.m. at the main entrance of the high School.

WHEREAS, the Scholastic Bus Company’s staff of school bus drivers for routes #1, 1A, 2, 3, & 4, participated in the school bus emergency evacuation drill; and which included the supervision of Mr. Tim Wieland, Assistant Principal, and Mr. Dave Librera, Building and Grounds.

8. Occupational and Physical Therapy Services 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 Occupational and Physical Therapy services 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			

9. Submission of 2016 – 2019 Comprehensive Maintenance Plan

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Pascack Valley Regional High School District are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

NOW THEREFORE BE IT RESOLVED, that the Pascack Valley Regional High School District Board of Education hereby authorizes the school business administrator to submit the 2016 – 2019 Comprehensive Maintenance Plan for Pascack Valley Regional High School District in compliance with the Department of Education requirements.

10. Reclassification of Occupational & Physical Therapists from independent Contractor to Employee

WHEREAS, there is a dispute between the parties as to whether certain workers classified by taxpayer as Therapist, Ticket Taker, Game Clock Operator & Security Guard are independent contractors or employees of taxpayer for purposes of federal income tax withholding, Federal Insurance contributions Act (FICA) and Federal Unemployment Tax Act (FUTA) taxes (federal employment tax); and

WHEREAS, the taxpayer is presently treating the Therapist, Ticket Taker, Game Clock Operator & Security Guard as independent contractors; and

WHEREAS, the taxpayer has timely filed Forms 1099 for each of its Therapists, Ticket Takers, Game Clock Operators & Security Guards for all applicable periods from January 1, 2015 through December 31, 2015, in accordance with the provisions of paragraph 3.02 of Rev. Proc. 85-18, 1985-1 C.B.518, and Rul. 81-224, 1981-2C.B. 197; and

WHEREAS, the parties wish to resolve this dispute for all Therapists, Ticket Takers, Game Clock Operators & Security Guards engaged by the taxpayer after January 1, 2014.

NOW IT IS HEREBY DETERMINED AND AGREED for federal employment tax purposes that:

- a. The IRS will assess and the taxpayer will pay \$49,286.52 in full discharge of any federal employment tax liability it may owe for the period 01/01/2015-12/31/2015 resulting directly or indirectly from its failure to pay and/or withhold federal income tax, FICA or FUTA taxes on payments to its Therapists, Ticket Takers, Game Clock Operators & Security Guards.
- b. The IRS will not disturb taxpayer's classification of such Therapists, Ticket Takers, Game Clock Operators & Security Guards for federal employment tax purposes for any period from January 1, 2014 through August 31, 2018.

- c. Beginning September 1, 2018, and for all periods thereafter, Therapists, Ticket Takers, Game Clock Operators & Security Guards and persons performing equivalent duties regardless of taxpayer's job titles will be treated as employees for all federal employment tax purposes.

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

X. OLD BUSINESS

Mr. Scher asked if teachers will be giving an overview of different assessments again this year. Mr. Gundersen said that this would be happening again.

Ms. Molinelli commented that the play *Bonnie and Clyde* was terrific. Mr. Steinfeld also commented on the improvement since Pete Fournier came on board with the production. The music score was also amazing. Mr. Stankus was impressed that the *Bonnie and Clyde* show was able to be organized so early in the year.

XI. NEW BUSINESS

Mr. Blundo commented that in Atlantic City he learned about a new option available for the superintendent review process. Setting expectations more formally early in the process would be beneficial. He feels that there is a need to discuss this as a board.

Mr. Scher commented on an article in the paper about Montvale renovating the new field at Fieldstone and asking for contributions for the turf. Mr. Gundersen explained we currently use La Trenta and Memorial for freshman sports not Fieldstone.

Mr. Scher also commented on an article in the Smokestack regarding anxiety. The poll in the article indicates that only 15% of those who took the poll did not have anxiety. Mr. Gundersen said it is wonderful that the student who wrote the article had a stigma free environment in which to comment.

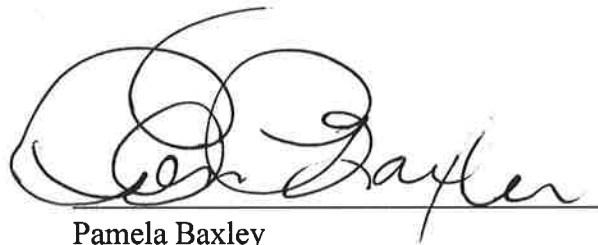
XII. COMMENTS FROM THE PUBLIC

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.

XIII. ADJOURNMENT

A motion was made by Ms. Bissinger to adjourn at 8:13 p.m. Ms. Molinelli 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

