

**REGULAR MEETING MINUTES
Pompton Lakes Board of Education
Tuesday, March 13, 2012
Board Conference Room – 7:30 P.M**

CALL TO ORDER

The Board President called the meeting to order at 7:30 p.m.

FLAG SALUTE

The meeting opened with a flag salute.

READING OF REQUIRED STATEMENT BY BOARD PRESIDENT

In accordance with the “New Jersey Open Public Meetings Law,” notice of this meeting, having the date, time and place, was posted at the Borough Hall and at the Board of Education Office. A list of the following meeting dates were sent to the District’s official newspaper of record.

| Conference Meetings | Regular Meetings |
|-----------------------------------|--------------------|
| | July 12, 2011 |
| | August 9, 2011 |
| September 6, 2011 | September 13, 2011 |
| October 4, 2011 | October 11, 2011 |
| November 1, 2011 | November 8, 2011 |
| December 6, 2011 | December 13, 2011 |
| January 3, 2012 | January 10, 2012 |
| February 7, 2012 | February 14, 2012 |
| March 6, 2012 | March 13, 2012 |
| April 3, 2012 | April 17, 2012 |
| May 1, 2012 (Reorganization Mtg.) | May 8, 2012 |
| June 5, 2012 | June 12, 2012 |

ROLL CALL - The following members were present:

PRESENT:

Jose Arroyo
Catherine Broolsma
Raymond Keating III
Garry Luciani
Carl Padula
Nancy Schwartz
Timothy Troast

ABSENT:

Shawn Dougherty
Thomas Salus
Stephanie Shaw

ALSO PRESENT:

Superintendent Paul Amoroso
SBA/Board Secy. Nancy Ciavaglia
Three members of the public
Local reporter

CORRESPONDENCE - None

HEARING OF PUBLIC (FIRST SESSION)

Resident Ed Fisher commented on exact amounts presented in district budget and suggested that they be rounded to nearest thousand. No other member of the public was interested in making public comment. The Board President closed the Hearing of the Public (First Session).

ROUTINE MATTERS

RM-5

APPROVAL OF MINUTES

It is recommended that the following minutes be approved:

Conference Meeting March 6, 2012

Motion by Padula, second by Arroyo; carried 6-0-1 with abstention by Keating on a roll call vote

FINANCE

APPROVAL OF BILLS FOR PAYMENT

F-1

It is recommended by the Superintendent of Schools that the Board of Education approve bills in the amount of \$745,550.23 for the month of March 2012.

Motion by Troast, second by Keating; carried 7-0

APPROVAL OF PAYROLL FOR PAYMENT

F-2

It is recommended by the Superintendent of Schools that the Board of Education approve payroll in the amount of \$1,739,335.85 for the month of February 2012.

Motion by Troast, second by Arroyo; carried 7-0

APPROVAL OF STUDENT ACTIVITY ACCOUNTS

F-3

It is recommended by the Superintendent of Schools that the Board of Education approve the Student Activity account bills in the amount of \$26,993.54 for the month of January 2012.

Motion by Schwartz, second by Arroyo; carried 7-0

FINANCIAL REPORTS

F-4

Pursuant to N.J.A.C. 6:20-2.13 (3), the Pompton Lakes Board of Education acknowledges receipt of the Secretary's Certification and after review of the monthly financial report (appropriations section) certifies that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year; therefore, it is recommended that the Board Secretary/Business Administrator's Report and Treasurer of School Monies' Report for the months ending January 31, 2012 and February 29,2012 be approved.

Motion by Troast, second by Arroyo; carried 7-0 on a roll call vote

APPROVAL TO ATTEND CONFERENCE/SEMINAR/WORKSHOP F-5

It is recommended by the Superintendent of Schools that the Board of Education approve the following personnel to attend the listed workshop/conference (and related expenses as outlined in the A5 School District Accountability Act).

Motion by Schwartz, second by Arroyo; carried 7-0

TRANSFER OF FUNDS F-6

It is recommended by the Superintendent of Schools that the Board of Education approve the attached transfers for January and February 2012.

Motion by Arroyo, second by Schwartz; carried 7-0

**APPROVAL OF TRAVEL MAXIMUM
FOR 2012-2013 SCHOOL YEAR** F-7

It is recommended by the Superintendent of Schools that the Board of Education approve the travel maximum for school year 2012-2013 not to exceed \$75,000, and be it further resolved that the School Business Administrator shall track and record these costs to ensure that the maximum travel amount is not exceeded.

Background

As is required to be reported during the budget process, the total district amount expended and/or encumbered for travel during school year 2011-2012 (through February 29, 2012) was as follows:

- Travel Reimbursement \$ 7,895.72
- Seminar Costs \$50,143.48

The travel maximum of \$75,000 for school year 2011-2012 was established by the Board at the March 8, 2011 board meeting.

Motion by Troast, second by Arroyo; carried 7-0

ACCEPTANCE OF DONATION

F-8

It is recommended by the Superintendent of Schools that the Board of Education approve the acceptance of a \$500 donation from the Outlaws Hockey Team (D&H Alternative Risk Solutions) to Lenox School for the purchase of library books for their library.

Background

Lenox School students participated in a math incentive program for the month of January. Students who participated received free tickets to an Outlaws hockey game. The overall participation in the program was so great, the organization decided to make a donation to Lenox School.

Motion by Arroyo, second by Schwartz; carried 7-0

PERSONNEL

RESIGNATIONS

VICE PRINCIPAL – LAKESIDE SCHOOL

P-1

It is recommended by the Superintendent of Schools that the Board of Education approve the resignation of Joan Vanderbush, vice principal of Lakeside Middle School, effective June 30, 2012.

Background

Mrs. Vanderbush began teaching at Lakeside Middle School in 1989. Since then she has served as an English teacher, yearbook advisor and Outdoor Education coordinator. For the past eleven years, Mrs. Vanderbush has done a remarkable job as the vice principal at Lakeside. She has earned a reputation as a master teacher, a middle school advocate, positive role model and effective leader.

Motion by Padula, second by Schwartz; carried 7-0

DISTRICT MATH K-12 SUPERVISOR

P-1-a

It is recommended by the Superintendent of Schools that the Board of Education approve the resignation of Frances Macdonald, district math K-12 supervisor, effective June 30, 2012.

Background

Mrs. Macdonald began her job as the district math supervisor in Pompton Lakes in 1993. During her tenure, she has provided effective guidance and leadership to the district's math teachers and program. As demanding as her supervisory duties have been, Mrs. Macdonald always made sure to assign herself one or two high school math courses to teach. Mrs. Macdonald will be greatly missed.

Motion by Troast, second by Schwartz; carried 7-0

RESIGNATIONS

SPECIAL EDUCATION TEACHER – PLHS

P-1-b

It is recommended by the Superintendent of Schools that the Board of Education approve the resignation of Stephen Weinstock assigned to Pompton Lakes High School, effective June 30, 2012.

Background

Mr. Weinstock has taught special education at Pompton Lakes High School for the past 25 years. Aside from his numerous positive contributions to the classroom, Mr. Weinstock is the person most responsible for the development of the high school yearbook as an award-winning publication. He is thanked for his years of service to the high school and district.

Motion by Schwartz, second by Arroyo; carried 7-0

RESOURCE TEACHER – LINCOLN SCHOOL

P-1-c

It is recommended by the Superintendent of Schools that the Board of Education approve the resignation of Samantha Johnson, resource teacher assigned to Lincoln Elementary School, effective June 30, 2012.

Motion by Padula, second by Schwartz; carried 7-0

LEAVES OF ABSENCE

**MATERNITY LEAVE OF ABSENCE –
AUTISM/SPEECH TEACHER – LINCOLN SCHOOL**

P-2

It is recommended by the Superintendent of Schools that the Board of Education approve the maternity leave of absence for Jean von der Heyde, autism/speech teacher assigned to Lincoln Elementary School, effective June 22, 2012 through December 1, 2012 as follows:

| Dates | Coverage | Amount of Time |
|------------------|----------------------------------|----------------|
| Due Date 6/30/12 | | |
| 9/4/12 – 9/7/12 | <u>Federal Medical Leave Act</u> | 1 Week |
| 9/10/12-11/30/12 | <u>NJ Child Care Leave</u> | 12 Weeks |

Motion by Arroyo, second by Schwartz; carried 7-0

**PATERNITY LEAVE OF ABSENCE –
MUSIC TEACHER – LAKESIDE SCHOOL**

P-2-a

It is recommended by the Superintendent of Schools that the Board of Education approve the paternity leave of absence for Jason Stier, music teacher assigned to Lakeside Middle School, effective March 20, 2012 through March 30, 2012 as follows:

| Dates | Coverage | Amount of Time |
|------------------|---|----------------|
| Due Date 3/20/12 | | |
| 3/20/12-3/30/12 | <u>NJ Child Care Leave</u> | 2 Weeks |
| 3/20/12-3/30/12 | <u>Paid Personal & Illness/Family Leave</u> | 5 Days |

Motion by Arroyo, second by Troast; carried 7-0

LEAVES OF ABSENCE

**MATERNITY LEAVE OF ABSENCE –
LANGUAGE ARTS TEACHER - LAKESIDE**

P-2-b

It is recommended by the Superintendent of Schools that the Board of Education approve the maternity leave of absence for Mary Jo LoPresti, language arts teacher assigned to Lakeside Middle School, effective June 1, 2012 through October 12, 2012 as follows:

| Dates | Coverage | Amount of Time |
|-----------------|----------------------------------|----------------|
| Due Date 6/2/12 | | |
| 6/1/12-6/22/12 | <u>Federal Medical Leave Act</u> | 3 Weeks |
| 9/4/12-10/12/12 | <u>NJ Child Care Leave</u> | 5 Weeks |
| 6/4/12-6/22/12 | <u>Paid Sick Leave</u> | 15 Days |

Motion by Brolsma, second by Arroyo; carried 7-0

APPOINTMENTS

**GRADE 6 OUTDOOR EDUCATION - LAKESIDE
FIELD TRIP ADVISORS**

P-3

It is recommended by the Superintendent of Schools that the Board of Education approve the following personnel as advisors for the Lakeside Middle School's Grade 6 Outdoor Education Field Trip for May 21, 2012 through May 25, 2012:

Monday – Wednesday (May 21-23, 2012)

| | | |
|------------------|----|-------|
| Kerri Hicswa | .5 | \$540 |
| Lisa Ortega | .5 | \$540 |
| Jeannette Tappan | .5 | \$540 |

Wednesday – Friday (May 23-25, 2012)

| | | |
|---------------------|----|-------|
| Sue Biagini | .5 | \$540 |
| Jenna Gnade | .5 | \$540 |
| Susan Lombardi | .5 | \$540 |
| Jennifer Signoretti | .5 | \$540 |

Monday – Friday (May 21-25, 2012)

| | | |
|----------------|-----|---------|
| Matt Hales | 1.0 | \$1,080 |
| John Trommelen | 1.0 | \$1,080 |

Motion by Arroyo, second by Brolsma; carried 7-0

APPOINTMENTS

AFTER SCHOOL PROGRAMS – LAKESIDE SCHOOL

P-3-a

It is recommended by the Superintendent of Schools that the Board of Education approve the after school programs at Lakeside Middle School for the school year 2011-2012 as follows:

| Name | Activity | Amount |
|------------------|----------------------|---------------|
| Lauren Aiello | Origami | \$250 |
| Doug Batsch | Astronomy Club | \$250 |
| Susan Biagini | CPR Course | \$150 |
| Andrea Bravette | Exercise Club | \$250 |
| Thomas Clarke | Basketball Club | \$300 |
| Jenna Gnade | Friendship Club | \$250 |
| Matt Hales | Chess Club | \$300 |
| Norbert Herold | Battle Boats Club | \$300 |
| Kerri Hicswa | Kids Care Club | \$450 |
| Michelle Lisante | Survivor Club | \$250 |
| Janine Maletsky | Sewing Club | \$125 |
| | Synthesizer Club | \$300 |
| Evan Stolbach | Board Games | \$300 |
| Paul Tanis | Coin Collecting Club | \$300 |
| Sara Zaretsky | Art Club | \$300 |
| | Sewing Club | \$125 |

Background

This program is funded through a grant the district receives from the Pompton Lakes Municipal Alliance.

Motion by Arroyo, second by Padula; carried 7-0

APPOINTMENTS

SUBSTITUTES

P-3-b

It is recommended by the Superintendent of Schools that the Board of Education approve the following personnel to be added to the appropriate substitute lists for the 2011-2012 school year:

| POSITION | NAME |
|---------------------------|---------------------------------|
| Substitute Teacher | Anne Gould Michael Ingraffia |

Motion by Schwartz, second by Arroyo; carried 7-0

CURRICULUM & INSTRUCTION

FIELD TRIPS

C-1

It is recommended by the Superintendent of Schools that the Board of Education approve the following field trips:

| Day/Date | School/Dept. | Grade/Club | Destination |
|-----------------|---------------------|---|--|
| Wed., 4/18/12 | HS/Lakeside | Spanish Students | Park Theater, Union City, NJ & Don Pepe's Restaurant, Pine Brook, NJ |
| Thurs., 4/19/12 | Lakeside | French Students | Park Theater, Union City & La crème de la Crepe, Fair Lawn, NJ |
| Thurs., 3/29/12 | Lakeside | 6 th , 7 th , 8 th AT Students | Ft. Lee Historic Park, Ft. Lee, NJ |
| Thurs., 5/31/12 | Lenox | Grades 4 & 5th Band Students | The Big Apple Circus, Fresh Meadows, NY |
| Thurs., 6/7/12 | Lakeside | Grade 6 Students | Bronx Zoo, NY |

Motion by Arroyo, second by Troast; carried 7-0 on a roll call vote

POLICIES & REGULATIONS

1ST READING

REVISED POLICIES

D-1

| | |
|------------------------|--|
| Policy 2431 | Athletic Competition |
| Policy 5600 | Pupil Discipline/Code of Conduct |
| Regulation 5600 | Pupil Discipline/Code of Conduct |
| Policy 9270 | Home Schooling and Equivalent Education Outside the Schools |
| Regulation 9270 | Home Schooling and Equivalent Education Outside the Schools |

It is recommended by the Superintendent of Schools that the Board of Education approve the 1st reading for the following Policies and Regulations:

REVISED POLICIES

| | |
|-----------------|--|
| Policy 2431 | Athletic Competition |
| Policy 5600 | Pupil Discipline/Code of Conduct |
| Regulation 5600 | Pupil Discipline/Code of Conduct |
| Policy 9270 | Home Schooling and Equivalent Education Outside the Schools |
| Regulation 9270 | Home Schooling and Equivalent Education Outside the Schools |

Motion by Troast, second by Padula; carried 7-0 on a roll call vote

HEARING OF THE PUBLIC (SECOND SESSION) – Councilwoman Reicher inquired how Administrative and Supervisory positions were filled. Resident Ed Fisher shared his approval of the reference in prior resolution F-7 to an even “\$75,000. No other member of the public was interested in making public comment. The Board President closed the Hearing of the Public (Second Session).

OLD BUSINESS –

- SBA/BS Ciavaglia informed Board that the Passaic County Natural Gas Cooperative would have a bid opening on April 10, 2012 for natural gas prices (Pompton Lakes Board of Education is a member of the co-op).
- Superintendent Amoroso distributed the district’s Needs Assessment to the Board for review

MOTION TO ADJOURN AT 8:10 P.M.

E-1

Motion by Troast, second by Arroyo; carried 7-0

Respectfully submitted,

Nancy M. Ciavaglia

Nancy M. Ciavaglia, CPA
School Business Administrator/Board Secretary