

**REGULAR MEETING MINUTES  
Pompton Lakes Board of Education  
Tuesday, April 17, 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  
Shawn Dougherty  
Raymond Keating III  
Garry Luciani  
Carl Padula  
Nancy Schwartz  
Stephanie Shaw (late at 7:45 p.m.)

**ABSENT:**

Catherine Brolsma  
Thomas Salus  
Timothy Troast

**ALSO PRESENT:**

Superintendent Paul Amoroso  
SBA/Board Secy. Nancy Ciavaglia  
Faculty members Dr. Michelle Fenwick, Helen Tardif, and Jodi Skiba  
Six members of the public  
Two Borough Council members  
Local reporter

**CORRESPONDENCE** - None

**HEARING OF PUBLIC (FIRST SESSION)**

No 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 | April 3, 2012 |
| Executive Session  | April 3, 2012 |

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

**FINANCE**

**APPROVAL OF PAYROLL FOR PAYMENT**

F-1

It is recommended by the Superintendent of Schools that the Board of Education approve payroll in the amount of \$1,729,265.06 for the month of March 2012.

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

**APPROVAL OF STUDENT ACTIVITY ACCOUNTS**

F-2

It is recommended by the Superintendent of Schools that the Board of Education approve the Student Activity account bills in the amount of \$60,236.79 for the month of February 2012.

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

**FINANCIAL REPORTS**

F-3

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 March 31, 2012 be approved.

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

**APPROVAL OF DONATION**

F-4

It is recommended by the Superintendent of Schools that the Board of Education approve the donation of one used wrestling mat to St. Joseph's Regional Medical Center's Life Support Education & Emergency Response Operations.

**Background**

Mat is no longer used by the wrestling team or the district, unsalable, and would otherwise be disposed of.

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

**TRANSFER OF FUNDS**

F-5

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

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

**PERSONNEL**

**RESIGNATIONS**

**ESL TEACHER – LENOX SCHOOL**

P-1

It is recommended by the Superintendent of Schools that the Board of Education approve the resignation of Mary Jane Massari, ESL teacher assigned to Lenox Elementary School, effective April 20, 2012.

**Background**

Mrs. Massari has been with the district for the past eleven years as an ESL teacher in Lincoln, Lenox and Lakeside. She has been a special person in the lives of students learning to speak English.

Motion by Padula, second by Arroyo; carried 6-0-1 with abstention by Dougherty

**MUSIC TEACHER – LINCOLN SCHOOL**

P-1-a

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

**Background**

Mrs. Garreth was hired as the music teacher at Lincoln School in 2004. She did an admirable job in developing a joy and enthusiasm for music among her students. Mrs. Garreth has decided to resign her position in order to stay at home to raise her son.

Motion by Padula, second by Schwartz; carried 6-0-1 with abstention by Dougherty

**RESIGNATIONS**  
**ELEMENTARY TEACHER- LINCOLN SCHOOL**

P-1-b

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

**Background**

Mrs. McGreevy began teaching at Lincoln Elementary School forty-four years ago. During that time, she has taught 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> grades. Her classroom has always been and continues to be a nurturing, caring and structured learning environment.

Motion by Arroyo, second by Schwartz; carried 6-0-1 with abstention by Dougherty

**LEAVES OF ABSENCE**  
**SCIENCE TEACHER – LAKESIDE SCHOOL**

P-2

It is recommended by the Superintendent of Schools that the Board of Education approve the extended leave of absence for Kerri Hicswa, science teacher assigned to Lakeside Middle School, effective May 16, 2012 through May 15, 2013.

Motion by Arroyo, second by Schwartz; carried 6-0-1 with abstention by Dougherty

**REVISED DATES -**  
**MATERNITY LEAVE OF ABSENCE –**  
**AUTISM/SPEECH TEACHER - LINCOLN**

P-2-a

It is recommended by the Superintendent of Schools that the Board of Education approve the revised dates for the maternity leave of absence for Jean von der Heyde, autism/speech teacher assigned to Lincoln Elementary School, effective September 4, 2012 through January 31, 2013 as follows:

| Dates             | Coverage                         | Amount of Time |
|-------------------|----------------------------------|----------------|
| Due Date 6/30/12  |                                  |                |
| 9/4/12 – 9/21/12  | <u>Federal Medical Leave Act</u> | 3 weeks        |
| 9/23/12 -12/21/12 | <u>NJ Child Care Leave</u>       | 12 Weeks       |
| 1/2/13 – 1/31/13  | <u>Extended Leave</u>            | 5 Weeks        |

Motion by Padula, second by Schwartz; carried 6-0-1 with abstention by Dougherty

**APPOINTMENTS**

**ENGLISH/WORLD LANGUAGE  
DEPARTMENT CHAIRPERSON – PLHS**

P-3

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Stephen Tarsitano as the English/World Language Department Chairperson, assigned to Pompton Lakes High School, effective September 1, 2012 through June 30, 2013 pending certification. (\$70,995)

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

**MATERNITY LEAVE REPLACEMENT –  
BIOLOGICAL SCIENCE TEACHER – PLHS**

P-3-a

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Gineen Ricciardelli as a maternity leave replacement biological science teacher (for Danielle Bonanno) assigned to Pompton Lakes High School, effective September 1, 2012 through June 30, 2013.

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

**SCHOOL COUNSELOR INTERN –  
GUIDANCE DEPARTMENT – PLHS**

P-3-b

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Kate Rogalski as a school counselor intern, assigned to Pompton Lakes High School, effective August 27, 2012 for a total of 600 hours.

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

**APPOINTMENTS  
INTEGRATED PEST MANAGEMENT COORDINATOR**

P-3-c

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Jim Curran, Supervisor of Buildings and Grounds/Head of Maintenance, as the Integrated Pest Management Coordinator, effective April 9, 2012 through March 31, 2013.

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

**INDOOR AIR QUALITY COORDINATOR**

P-3-d

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Jim Curran, Supervisor of Buildings and Grounds/Head of Maintenance, as the Indoor Air Quality Coordinator, effective April 9, 2012 through March 31, 2013.

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

**ASBESTOS MANAGEMENT (AHERA) COORDINATOR**

P-3-e

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Jim Curran, Supervisor of Buildings and Grounds/Head of Maintenance, as the Asbestos Management (AHERA) Coordinator, effective April 9, 2012 through March 31, 2013.

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

**APPOINTMENTS**  
**RIGHT TO KNOW OFFICER**

P-3-f

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Jim Curran, Supervisor of Buildings and Grounds/Head of Maintenance, as the District's Right to Know Officer, effective April 9, 2012 through March 31, 2013.

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

**VOLUNTEERS**

P-3-g

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

| <b>POSITION</b>                      | <b>NAME</b>                             |
|--------------------------------------|---|
| <b>Substitute Teachers</b>           | Robert Hebenstreit<br>Scott Hebenstreit |
| <b>Substitute Custodian</b>          | Keith Jennings                          |
| <b>Volunteer – Lenox and Lincoln</b> | JoAnn Sisco                             |

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

**CURRICULUM & INSTRUCTION**

**CURRICULUM REPORT TO THE BOE**

**SOAR - Positive Behavioral Supports -- Mrs. Tardif** C-1

**FIELD TRIPS** C-2

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

| <b>Day/Date</b> | <b>School/Dept.</b> | <b>Grade/Club</b> | <b>Destination</b>                     |
|-----------------|---------------------|-------------------|--|
| Fri., 6/8/12    | Lenox               | Grade 1           | Montclair Art Museum,<br>Montclair, NJ |

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

**BOOK APPROVALS** C-3

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

| <u>Book</u>            | <u>Author</u>                            | <u>Publisher</u>          |
|------------------------|--|---------------------------|
| Tan 7 Calculus         | Peter Blair Henry                        | Holt McDougal             |
| Math for Your World    | Blitzer                                  | Pearson/Prentice Hall     |
| Envision Math (K-2)    | Charles, Caldwell,<br>Cavanagh, et al    | Pearson Education         |
| Connected Math Grade 7 | Lappan, Fey, Fitzgerald,<br>Friel, Phill | Pearson/Prentice Hall CMP |

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



**APPROVAL TO SUBMIT THE INTERDISTRICT  
PUBLIC SCHOOL CHOICE APPLICATION TO THE NJDOE**

C-4

It is recommended by the Superintendent of Schools that the Board of Education approve the submission of the Interdistrict Public School Choice application to the NJDOE.

Background

The application seeks approval for PLHS to participate in the NJ School Choice Program.

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

**POLICIES & REGULATIONS**

**2<sup>nd</sup> READING**

**REVISED POLICIES**

D-1

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

It is recommended by the Superintendent of Schools that the Board of Education approve the 2<sup>nd</sup> 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<br>Outside the Schools |
| Regulation 9270 | Home Schooling and Equivalent Education<br>Outside the Schools |

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

**MISCELLANEOUS**

**APPROVAL OF SUBMISSION OF THE  
RACE TO THE TOP 3 APPLICATION TO THE NJDOE**

E-1

It is recommended by the Superintendent of Schools that the Board of Education approve the submission of the Race to the Top 3 application to the NJDOE.

**Background**

The district is eligible to receive \$8,445 to offset costs involved in the new teacher evaluation system. All districts will be required to pilot a new evaluation system in one of its schools during the 2012-13 school year.

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

**HEARING OF THE PUBLIC (SECOND SESSION)** – Council member Serra inquired if the Integrated Pest Management designation included chemical spraying. He commented that the Borough would be installing security cameras in Hershfield Park and the Pond Hole and inquired if the Board was interested in participating in the project. He also thanked district personnel for helping with the clay installation at the town recreation fields. 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** – Mrs. Shaw asked for an update on the transfer of the parking lot property. Council member Kent offered to inquire of the BID as to the status of the project.

**NEW BUSINESS** - Dr. Michelle Fenwick, Director of Special Services, reported on the Special Education monitoring by N.J. Department of Education between August 2010 and March 2012. The findings of noncompliance identified by the district in its self-assessment were verified as corrected during the onsite monitoring visit. Of the 46 areas reviewed during the onsite visit, there were no findings of noncompliance.

**MOTION TO ADJOURN TO EXECUTIVE SESSION AT 8:35 P.M.**

F-1

WHEREAS CHAPTER 231 P.L. 1975, also known as the Open Public Meetings Act authorized a public body to meet in Executive or Private session under certain limited circumstances, and WHEREAS said law requires the Board to adopt a resolution at a public meeting before it can meet in such an Executive or Private session, NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF POMPTON LAKES THAT:

1. It does hereby determine that it is necessary to meet in Executive Session prior to adjournment of this meeting to discuss a matter of personnel.
2. The matter discussed will be made public when confidentiality is no longer required.

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

Respectfully submitted,

*Nancy M. Ciavaglia*

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