

**BOARD OF EDUCATION
POMPTON LAKES, NEW JERSEY
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 1, 2016
Board of Education Conference Room – 7:30 pm**

ROUTINE MATTERS

Call to Order –Mr. Salus, Board President, called the Regular Meeting of the Pompton Lakes Board of Education to order at 7:30 pm.

Flag Salute – Mr. Salus led the flag salute and read the following notice:
In accordance with the “**New Jersey Open Public Meetings Law**,” notice of this meeting, having the date, time and place, was posted at the Board of Education Office. A list of the following meeting dates was sent to the newspapers on April 7, 2016.

Mr. Carl Padula asked for a moment of silence to remember those serving in our armed forces.

2016-2017 SCHOOL YEAR

Conference Meetings	Regular Meetings
	July 12, 2016
	August 23, 2016
September 6, 2016	September 13, 2016
October 4, 2016	October 18, 2016
	November 1, 2016
December 6, 2016	December 13, 2016
January 3, 2017 Reorganization Meeting	January 10, 2017
February 7, 2017	February 14, 2017
March 7, 2017	March 14, 2017
April 4, 2017	April 18, 2017
May 2, 2017	May 9, 2017
June 6, 2017	June 13, 2017

Roll Call-The following members were present:

Mrs. Traci Cioppa
Mrs. Eileen Horn
Ms. Kelly Norris

Mr. Tom Salus
Mr. Scott SanTERS
Mrs. Nancy Schwartz
Mr. Carl Padula
Mrs. Stephanie Shaw
Mr. Tim Troast

ABSENT:

Mr. Robert Cruz

ALSO PRESENT:

Superintendent, Paul Amoroso
School Business Administrator, Renee Taveniere
One member from the Town Council/Mayor's Office
One Local Reporter
Two members of the public

Correspondence –Mr. Michael Petrella, Curriculum Director, gave the annual standardized test report for the 2015-2016 school year. Mr. Petrella reported that Pompton Lakes students out performed their peers in several areas and exceed State expectations.

Hearing of Public (First Session) and Comments by Board Members – No one from the public wished to be heard. Mr. Salus closed the Open Public session.

Approval of Minutes

It is recommended that the following minutes be approved: Board of Education Regular & Executive Meetings October 18, 2016

Motion by Mrs. Schwartz, seconded by Mr. Padula; **Roll call** vote carried 7/0/2. Mrs. Cioppa and Ms. Norris abstained.

FINANCE

APPROVAL OF BILLS FOR PAYMENT

F-1

It is recommended by the Superintendent of Schools that the Board of Education approve the bills in the amount of **\$674,069.88** for the month of **November 2016**.

Motion by Mrs. Schwartz and second by Mr. Padula. Motion carried by voice vote – 9/0.

FINANCE, con'td.

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 **\$1,982,374.10** for the month of **October 2016**.

Motion by Mrs. Schwartz, second by Mr. Padula. Motion called voice vote – 9/0.

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 **\$30,470.69** for the month of **September 2016**.

Motion by Mr. Santers, second by Mrs. Cioppa. Motion called by voice vote – 9/0.

Background.

See Following

APPROVAL OF 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 month ending **September 30, 2016** approved.

TABLED UNTIL December 13, 2016 meeting.

APPROVAL OF TRANSFER OF FUNDS

F-5

It is recommended by the Superintendent of Schools that the Board of Education approve the transfers for the month of **September 2016**.

Motion by Mr. Padula, second by Mrs. Shaw. Motion carried voice vote – 9/0.

FINANCE, Cont'd.

APPROVAL TO ATTEND CONFERENCE

F-6

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

Name & School	Conference/ Seminar/ Workshop	Date	Location	Registration Fee	Other Costs
Kryisia Biville Lincoln	NJASL 2016 Fall Conference	11/17/16- 11/18/16	Long Branch, NJ	\$187	Mileage: \$83.57 Tolls: \$7.00
Karen Brill Lenox	NJASL 2016 Fall Conference	11/17/16- 11/19/16	Long Branch, NJ	\$222	Mileage: \$139.50 Tolls: \$7.00
John Miller PLHS	Handle with Care Workshop	1/11/17	Totowa, NJ	\$176	Mileage: \$6.01
Catherine Zollo Lenox/PLHS	Conference for School Based Speech	12/1/16	West Orange, NJ	\$249	Mileage: \$9.30

ADDED TO EACH COST ABOVE IS MILEAGE AT .31/MILE FOR ALL EMPLOYEES (To and From Work Site and Workshop) PLUS ACTUAL TOLLS AND PARKING

Motion by Mr. Santers, second by Mr. Padula. Motion carried as amended voice vote – 9/0.

APPROVAL OF TUITION STUDENT – THE CHILDREN’S P.L.A.C.E.

F-7

It is recommended by the Superintendent of Schools that the Board of Education approve a student (ID# 9076089193) who resides in the Prospect Park School District be accepted and enrolled into The Children’s P.L.A.C.E. Autism Program at the Lincoln Elementary School, effective October 27, 2016. (Annual tuition of \$80,584.88 to be prorated.)

Motion by Mr. Padula, second by Mrs. Cioppa. Motion carried by voice vote – 8/0/1. Ms. Norris abstained.

APPROVAL FOR OUT-OF-DISTRICT PLACEMENT

F-8

It is recommended by the Superintendent of Schools that the Board of Education approve a student (ID# 2288608437) placement to attend Lakeland Regional High School SAIL Program, effective November 2, 2016. (Tuition - \$19,315 which includes weekly counseling fee)

Motion by Mr. Santers, second by Mr. Padula. Motion carried by voice vote – 9/0.

FINANCE, Cont'd.

APPROVAL FOR OUT-OF-DISTRICT PLACEMENT

F-8-a

It is recommended by the Superintendent of Schools that the Board of Education approve a student (ID# 8962492058) placement to attend The Forum School, Waldwick, NJ, effective October 17, 2016. (Tuition for the 2016-2017 is \$66,365.28 which includes the cost of a personal aide.)

Motion by Mr. Padula, second by Mrs. Shaw. **Amended** motion carried by voice vote – 9/0.

**APPROVAL OF MANHATTAN WELDING, INC. TO
SUPPLY AND INSTALL SHUT OFF VALVE – LINCOLN**

F-9

It is recommended by the Superintendent of Schools that the Board of Education approve Manhattan Welding, Inc. to perform the following work at Lincoln Elementary School: supply and install one (1) 2” shut-off valve on each of the four (4) return lines in the boiler room at a cost not to exceed \$2,525.

Motion by Mr. SanTERS, second by Mrs. Schwartz. Motion carried by voice vote – 8/0/1. Ms. Norris abstained.

**APPROVAL OF TRANSPORTATION ROUTE
CONTRACTED WITH NRESC**

F-10

It is recommended by the Superintendent of Schools that the Board of Education approve the following transportation contract with Northern Regional Educational Services Commission for the 2016-2017 school year:

Route #	School	Contractor	Estimated Cost of Route	Dates
FORPL	Forum School	FYFA, LLC	\$2,781.00	10/17/16- 10/31/17

TABLED UNTIL December 13, 2016.

FINANCE, Cont'd.

**APPROVAL OF RESOLUTION TO BE ADOPTED BY
SENDING SCHOOL DISTRICTS OF THE FORUM SCHOOL
WITH RESPECT TO LUNCH PROGRAM**

F-11

WHEREAS, the Board of Education of the School District of Pompton Lakes (the “District”) has contracted to send to The Forum School certain students with disabilities who reside in the District: and

WHEREAS, The Forum School does not charge any of its students for meals:

NOW, THEREFORE, it is hereby

RESOLVED, that the Board of Education of the District does not require The Forum School to charge students for reduced and/or paid meals in accordance with the income eligibility criteria established by the Child Nutrition Program as administered by the New Jersey Department of Agriculture; and it is

FURTHER RESOLVED, that the Board of Education of the District understands and acknowledges that the foregoing actions do not increase the contracted tuition rate for students with disabilities sent by the District to The Forum School.

Motion by Mrs. Cioppa, second by Mrs. Shaw. Motion carried by voice vote – 9/0.

**APPROVAL FOR SUBMISSION OF THE ANNUAL COMPREHENSIVE
MAINTENANCE PLAN REPORT FOR 2016-2017 AND 2017-2018**

F-12

It is recommended by the Superintendent of Schools that the Board of Education approve the submission of the Annual Comprehensive Maintenance Plan Report for the 2016-2017 and the 2017-2018 school year.

Motion by Mr. Padula, second by Mr. Santers. Motion carried by voice vote – 9/0.

PERSONNEL
RESIGNATIONS
ABAT AIDE – LAKESIDE

P-1

It is recommended by the Superintendent of Schools that the Board of Education accept the resignation of Steven Gardi, ABAT aide, assigned to Lakeside Middle School, effective November 4, 2016.

Motion by Mrs. Cioppa, second by Mr. Santers. Motion carried by voice vote, 8/0/1. Ms. Norris abstained.

APPOINTMENTS

SALARY ADJUSTMENT – SUB CALLED

P-2

It is recommended by the Superintendent of Schools that the Board of Education approve the following salary adjustment for the Sub Caller for the 2016-2017 school year:

Name	From	To
Sandy O'Connor	\$12,546	\$12,684

Motion by Mrs. Schwartz, second by Mr. Padula. Motion carried by voice vote – 9/0.

APPROVAL OF CUSTODIAN – PLHS – 3:00 PM – 11:00 PM

P-2-a

It is recommended by the Superintendent of Schools that the Board of Education approve Pedro Maldonado as a custodian assigned to Pompton Lakes High (3:00 p.m. – 11:00 p.m. shift), effective September 14, 2016 through June 30, 2017. (Step 4 - \$34,000 to be prorated)

Motion by Mr. Santers, second by Mr. Troast. Motion carried by voice vote – 9/0.

REVISED
APPROVAL OF COMPUTER CLUB ADVISORS – LAKESIDE

P-2-b

It is recommended by the Superintendent of Schools that the Board of Education approve Jenna Gnade and Melissa Neville as the co-advisors (from \$1,303 each to \$1,277.50 each) of the Computer Club for Lakeside Middle School for the 2016-2017 school year.

PERSONNEL, cont'd.

Motion by Mr. SanTERS, second by Mr. Troast. Motion carried by voice vote – 8/0/1. Ms. Norris abstained.

APPROVAL OF PLAYGROUND/CAFETERIA AIDE – LENOX

P-2-c

It is recommended by the Superintendent of Schools that the Board of Education approve Kathy West as a playground/cafeteria aide (replacing D. Nelson), assigned to Lenox Elementary School, effective November 2, 2016.

Motion by Mrs. Schwartz, second by Mr. Padula. Motion carried by voice vote – 8/0/1. Ms. Norris abstained.

APPROVAL OF SUBSTITUTES AND VOLUNTEERS – 2016-2017

P-2-d

It is recommended by the Superintendent of Schools that the Board of Education approve the following substitutes for the 2016-2017 school year:

Substitute Teacher	Jean Caughey
Substitute ABA Aides	Alvin Pineda (Pending Fingerprinting)
Substitute Instructional Aides	Alyssa Cuntrera (Pending Fingerprinting) Laura Keating
Substitute P/C Aides	Mary Ann Slane

Motion by Mr. Troast, second by Mrs. Cioppa. Motion carried by voice vote – 9/0.

APPROVAL OF STUDENT TEACHER

P-2-e

It is recommended by the Superintendent of Schools that the Board of Education approve the following student teacher for the 2016-2017 school year:

Name	College	School	Grade/Subject/ Teacher	Dates
Courtney Greulich	William Paterson University	PLHS	Math 9-12/ P. Koontz	1/19/17-5/4/17

Motion by Mr. Troast, second by Mrs. Cioppa. Motion carried by voice vote – 9/0.

**APPROVAL OF RESOURCE ROOM
LEAVE REPLACEMENT – PLHS**

P-2-f

It is recommended by the Superintendent of Schools that the board of Education approve Brian DeYoung as resource room leave replacement (for B. Wines) assigned to the Pompton Lakes High School, effective November 22, 2016 through March 31, 2017. (Step 1-BA+15-\$56,840 to be prorated)

Motion by Mr. SanTERS, second by Mr. Troast. **Roll call** vote: 9/0.

APPROVAL OF ACCOUNTS PAYABLE SECRETARY-BOE

P-2-g

It is recommended by the Superintendent of Schools that the Board of Education approve Anne Altamura as Accounts Payable Secretary assigned to the Board of Education Office, effective January 2, 2017 through June 30, 2017. (\$45,000 to be prorated)

Motion by Mr. SanTERS, second by Mr. Troast. Motion carried by voice vote – 9/0.

APPROVAL OF SUBSTITUTE SECRETARY

P-2-h

It is recommended by the Superintendent of Schools that the Board of Education approve Anne Altamura as a substitute secretary, effective November 2, 2016 through June 30, 2017 pending fingerprinting.

Motion by Mr. Padula, second by Mr. Troast. Motion carried by voice vote – 9/0.

**APPROVAL OF ADMINISTRATIVE ASSISTANT
TO THE SUPERINTENDENT OF SCHOOLS**

P-2-i

It is recommended by the Superintendent of Schools that the Board of Education approve Barbara Fontanazza as Administrative Assistant to the Superintendent of Schools, assigned to the Board of Education, effective January 2, 2017 through June 30, 2017. (\$59,995 to be prorated)

Motion by Mr. Troast, second by Mrs. Schwartz. Motion carried by voice vote – 9/0.

APPROVAL OF STIPEND FOR ATHLETIC TRAINER

P-2-j

It is recommended by the Superintendent of Schools that the Board of Education approve a stipend for Jill Snyder, Athletic Trainer, for the summer 2016 as follows:

August 11 and August 12, 2016 \$110/day

Motion by Mr. Troast, second by Mrs. Horn. Motion carried by voice vote – 9/0.

PERSONNEL, cont'd.

Background

Ms. Snyder is an 11 month employee who works from August 15 through June 15. This year, fall sports began on Thursday, August 11, 2016 thus requiring Ms. Snyder to work two additional days.

CURRICULUM & INSTRUCTION

FIELD TRIPS

C-1

It is recommended by the Superintendent of Schools that the Board of Education approve the following field trips for the 2016-2017 school year:

Day/Date	School/Dept.	Grade/Club	Destination
Thurs., 12/1/16	PLHS	Personal Law Class – Students will partake in the “Reality Check” program at Passaic County Jail and a Passaic County Courthouse tour.	Paterson, NJ
Wed., 12/7/16	Lakeside	The trip is to view the production of “Mary Poppins” and is an extension of the reading/LA curriculum on drama.	Centenary College Hackettstown, NJ
Weekly	PLHS	Digital Imaging Class – This walking photoshoot will give Mr. Sullivan the opportunity to conduct lessons and shots with more diverse background and settings.	Ramapo Avenue, Wanaque Avenue, Lakeside Avenue PL
Thurs., 6/1/17	Lakeside	Chorus Students – Rehearsal for the American Young Voices Concert. The concert brings together hundreds of students from across N.J.	Prudential Center Newark, NJ

Motion by Mr. Troast, second by Mrs. Shaw. **Roll call** vote: 9/0.

POLICIES & REGULATIONS

2nd READING

REVISED POLICIES/REGULATIONS

D-1

P1220	Employment of Chief School Administrator
P1310	Employment of School Business Administrator/Board Secretary
P3111	Creating Positions
P3124	Employment Contract
P3125	Employment of Teaching Staff Members
P3125.2	Employment of Substitute Teachers
P3126	District Mentoring Program
R3126	District Mentoring Program
P3141	Resignation
P3144	Certification of Tenure Charges
R3144	Certification of Tenure Charges
P3159	Teaching Staff Member/School District Reporting Responsibilities
P3240	Professional Development for Teachers and School Leaders

It is recommended by the Superintendent of Schools that the Board of Education approve the 2nd reading of the following revised policies and regulations:

P1220	Employment of Chief School Administrator
P1310	Employment of School Business Administrator/Board Secretary
P3111	Creating Positions
P3124	Employment Contract

POLICIES & REGULATIONS, cont'd.

P3125	Employment of Teaching Staff Members
P3125.2	Employment of Substitute Teachers
P3126	District Mentoring Program
R3126	District Mentoring Program
P3141	Resignation
P3144	Certification of Tenure Charges
R3144	Certification of Tenure Charges
P3159	Teaching Staff Member/School District Reporting Responsibilities
P3240	Professional Development for Teachers and School Leaders

Motion by Mr. Santers, second by Mrs. Shaw. **Roll call** vote: 9/0.

F. ROUTINE MATTERS

1. **Hearing of Public (Second Session)** – No one from the public wished to be heard.
2. **Old/New Business** – Dr. Amoroso discussed the possibility of the District participating in the State of New Jersey Teacher of the Year program. The Pompton Lakes School District has not participated in the State program for several years. Dr. Amoroso believes the District and its teachers would benefit by participating in the State program. The Board agreed to participate in the State recognition program. Mr. Santers, Mrs. Cioppa, Mrs. Horn, and Mr. Salus volunteered to be part of the building selection committees.
3. **Future Meetings** – December 6, 2016- Conference Meeting; December 13, 2016 – Regular Meeting.
4. **Adjournment** – Mr. Salus advised that the Board will be going into Executive Session to discuss matters of personnel.

G. MOTION TO ADJOURN

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 legal matter.
2. The matter discussed will be made public when confidentiality is no longer required.
3. Action may be taken when the board returns to public session.

Motion by Mr. Troast, second by Mr. Santers to adjourn to Executive Session at 8:50 pm.

The Board reconvened from Executive Session at 9:00 pm.

Motion by Mr. Troast, second by Mrs. Shaw to adjourn the Regular Meeting of the Pompton Lakes Board of Education at 9:01 pm. Motion carried by voice vote – 9/0.

Respectfully submitted,

Renee Taveniere

Board Secretary

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