

**REGULAR MEETING MINUTES  
Pompton Lakes Board of Education  
Tuesday, September 13, 2011  
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 Broksma  
Raymond Keating III  
Garry Luciani  
Carl Padula  
Thomas Salus  
Nancy Schwartz  
Stephanie Shaw  
Timothy Troast

**ABSENT:**

Shawn Dougherty

**ALSO PRESENT:**

Superintendent Paul Amoroso  
SBA/Board Secy. Nancy Ciavaglia  
PLHS Principal Vincent Przybylinski  
PLHS Vice-Principal Anthony Mattera  
PLHS Teachers John Turano and Matt Sullivan  
Dir. of Curric. & Instruction Michael Petrella  
Local reporter  
Six members of the public

**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).

**SUPERINTENDENT REPORT**

The Superintendent gave the Enrollment Report for the opening of the 2011-2012 school year and reported that Carl Padula will serve as the NJSBA Legislative Representative for Passaic Co. School Board Association.

**REPORT TO THE BOE – Art Program 2011 –  
By Mr. Mattera, Mr. Turano and Mr. Sullivan**

**ROUTINE MATTERS**  
**APPROVAL OF MINUTES**

RM-5

It is recommended that the following minutes be approved:

Regular and Executive Meetings      September 6, 2011

Motion by Padula, second by Arroyo; carried 6-0-3 on a roll call vote with abstentions by Keating, Salus, and Shaw

**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 \$890,745.42 for the month of September 2011.

Motion by Troast, second by Arroyo; carried 9-0

**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 \$425,958.02 for the month of August 2011.

Motion by Arroyo, second by Schwartz; carried 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 \$1,690.99 for the month of July 2011.

Motion by Brolsma, second by Troast; carried 9-0

**TRANSFER OF FUNDS**

F-4

It is recommended by the Superintendent of Schools that the Board of Education approve the attached transfers for August 2011.

Motion by Troast, second by Arroyo; carried 9-0

**FINANCIAL REPORTS**

F-5

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 August 31, 2011 be approved.

Motion by Troast, second by Arroyo; carried 9-0 on a roll call vote

**APPROVAL TO ATTEND CONFERENCE/SEMINAR/WORKSHOP**

F-6

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

. Motion by Brotsma, second by Troast; carried 9-0

**APPROVAL TO NEGOTIATE A  
LAND TRANSFER BETWEEN THE  
PLBOE AND THE PL MUNICIPALITY**

F-7

It is recommended by the Superintendent of Schools that the Board of Education approve the following resolution to negotiate a land transfer between the Pompton Lakes Board of Education and the Pompton Lakes Municipality.

**WHEREAS**, it has been recognized and well known that the Pompton Lakes Board of Education (hereinafter "Board") is the owner of a portion of the land which is used by the Municipality as a public parking area just west of the Pompton Lakes High School. Said tract of land has been informally known as the "Pond Hole." The portion of the parking lot owned by the Board includes approximately eleven parking spaces; and

**WHEREAS**, based upon a mutual understanding and an informal agreement between the Board and the Municipality, approximately thirty-seven parking spaces have been reserved for high school students (eleven of which are on the land owned by the Board); and

**WHEREAS**, the Municipality has an interest in making improvements to the public parking lot and increasing safety in the parking and in order to do so the Municipality has presented to the Board the *Pompton Lakes Parking Proposal*, which includes the sale or transfer of the Board owned property to the Municipality; and

**WHEREAS**, the *Pompton Lakes Parking Proposal* if carried out would undoubtedly serve the interests of the Pompton Lakes community as a whole; and

**WHEREAS**, the Municipality (Building Improvement Development Committee) has offered to complete renovations and re-striping of the existing parking areas on Board property in exchange for the transfer of the Board owned land; and

**WHEREAS**, if the Board can effectively relocate the student parking area from the municipal lot to another area, then the portion of the municipal lot owned by the Board would no longer be desirable or necessary for Board purposed and could therefore be transferred to the Municipality pursuant to N.J.S.A. 18A:20-5 and N.J.S.A. 18A:20-9.

**NOW, THEREFORE BE IT RESOLVED**, that the Board hereby authorizes the Superintendent, Board Secretary and Board counsel to engage in the appropriate negotiations and discussions with local Municipal Officials in order to carry out the goals of the *Pompton Lakes Parking Proposal* and in order to prepare the necessary plans and agreements related thereto. It is the express understanding of this Board that when the design plans and agreements/contracts have been fully negotiated and finalized they will be subject to final board approval and Board action.

Motion by Troast, second by Schwartz; carried 9-0 on a roll call vote

**APPROVAL OF CONSTRUCTION CONTRACT  
WITH LAUMAR ROOFING CO. FOR THE ROOF  
REPLACEMENT PROJECT AT PLHS**

F-8

It is recommended by the Superintendent of Schools that the Board of Education approve the construction contract with Laumar Roofing Company of Passaic, NJ for the Roof Replacement Project at Pompton Lakes High School.

Motion by Troast, second by Broolsma; carried 9-0

**APPROVAL OF SCHOOL BOARD ATTORNEY CONTRACT**

F-9

It is recommended by the Superintendent of Schools that the Board of Education approve the contract for the law firm of Adams Stern Gutierrez & Lattiboudere, LLC as the School Board Attorney effective July 1, 2011 through June 30, 2012.

Motion by Brolsma, second by Arroyo; carried 9-0

**APPROVAL OF IDEA-B AGREEMENT WITH  
ESSEX REG. EDUC. SERV. COMMISSION**

F-10

It is recommended by the Superintendent of Schools that the Board of Education approve the service contract with Essex Regional Educational Services Commission for the 2011-2012 school year.

Background

This service is to provide IDEA-B services for the classified students attending nonpublic schools in the district. The costs for these services are funded solely through IDEA grant funds provided by the federal government and have no cost to the general fund of the district.

Motion by Troast, second by Schwartz; carried 9-0

**TRANSPORTATION**

**APPROVAL OF TRANSPORTATION ROUTES CONTRACTED WITH  
PASSIAC COUNTY EDUCATIONAL SERVICES COMMISSION**

F-11

It is recommended by the Superintendent of Schools that the Board of Education approve the following transportation contracts for the 2011-2012 school year:

School	Bus Contractor	Route #	Cost
Banyan HS	D & M Tours	5001	\$18,932.34
Chancellor Academy	Jordan Transport.	5004	Revised From \$5,842.27 To \$5,266.84

Motion by Brolsma, second by Arroyo; carried 9-0

**APPROVAL OF AGREEMENT WITH ESSEX  
REG. EDUC. SERV. COMMISSION RE: CHAPTER 192/193**

F-12

It is recommended by the Superintendent of Schools that the Board of Education approve the service contract with Essex Regional Educational Services Commission regarding provision of Chapter 192/193 services for the classified students attending nonpublic schools in the district (CST for Non-public students) and also to provide services, if required, for public school students (Home Instruction, CST Evaluations) for the 2011-2012 school year.

**Background**

Chapter 192/193 services are funded solely through grant funds provided by federal government and have no cost to the general fund of the district. Services for public school students would be funded through the general fund, if required.

Motion by Schwartz, second by Arroyo; carried 9-0

**APPROVAL OF LINCOLN SCHOOL GYM FLOOR RECONSTRUCTION** F-13

It is recommended by the Superintendent of Schools that the Board of Education approve the construction contract with Commercial Interiors Direct, Inc. of Riverdale, N.J. to rebuild the Lincoln School MPR gymnasium floor damaged by flood water at a cost of \$79,634.10. This contract is pursuant to a consortium bid of the Middlesex Regional Educational Services Commission (MRESC 10/11-18), is compliant with N.J. State Purchasing guidelines, and has been submitted to the district's flood insurance carrier.

Motion by Schwartz, second by Brotsma; carried 9-0

**PERSONNEL**

**LEAVES OF ABSENCE**

**MEDICAL LEAVE OF ABSENCE – SP. EDUCATION TEACHER – PLHS** P-1

It is recommended by the Superintendent of Schools that the Board of Education approve the medical leave of absence for Damian Tuorto, special education teacher assigned to Pompton Lakes High School, effective September 15, 2011 through December 15, 2011.

Dates	Coverage	Amount of Time
9/15/11-12/15/11	<u>Federal Medical Leave Act</u>	12 Weeks
9/15/11-12/15/11	<u>Paid Sick Leave</u>	59 Days

Motion by Padula, second by Troast; carried 9-0

**MATERNITY LEAVE OF ABSENCE –  
SPANISH TEACHER – PLHS**

P-1-a

It is recommended by the Superintendent of Schools that the Board of Education approve the maternity leave of absence for Karyn Hennessy, Spanish teacher, assigned to Pompton Lakes High School, effective November 14, 2011 through February 22, 2012.

Dates	Coverage	Amount of Time
Due Date – 11/24/11		
11/14/11-2/10/12	<u>Federal Medical Leave Act</u>	12 Weeks
2/13/12-2/22/12	<u>NJ Child Care Leave</u>	2 Weeks
11/14/11 – 11/23/11	<u>Paid Sick Leave</u>	8 Days

Motion by Padula, second by Brolesma; carried 9-0

**LEAVES OF ABSENCE**

**MEDICAL LEAVE -  
REVISED DATES - CUSTODIAN – LAKESIDE**

P-1-b

It is recommended by the Superintendent of Schools that the Board of Education approve the following revised return date for the medical leave of absence for Robert Streicher, custodian assigned to Lakeside Middle School:

From Approximate Return Date of September 26, 2011

To Return Date of September 12, 2011

Motion by Padula, second by Brolesma; carried 9-0

**APPOINTMENTS  
FRENCH TEACHER – PLHS**

P-2

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Paula Schwertzer as a French teacher (replacing Zofia Fisher) assigned to Pompton Lakes High School, effective October 3, 2011 through June 30, 2012. (Step 1 – MA+15 - \$57,400 prorated)

Motion by Arroyo, second by Schwartz; carried 9-0 on a roll call vote



**SUBSTITUTE CUSTODIAN**

P-2-a

It is recommended by the Superintendent of Schools that the Board of Education approve Louis Bruno as a substitute custodian for the school year 2011-2012. (\$11/hour)

Motion by Troast, second by Arroyo; carried 9-0

**EXTRACURRICULAR – ATHLETIC**

P-2-b

It is recommended by the Superintendent of Schools that the Board of Education approve the following athletic extracurricular positions and revisions for the 2011-2012 school year:

Varsity Girls Track Coach	Matt Hennessy	Step 1
Asst. Girls Track Coach	Kerri Hicswa	Step 1
Cheering – Head Coach – Fall	Melissa Neville	From Step 2 to Step 1
Cheering – Head Coach – Winter	Melissa Neville	From Step 2 to Step 1
Asst. Softball	Paul Smith	From Step 3 to Step 2
Field Hockey	Megan Moyle	From Step 3 to Step 2
Boys Tennis	Matt Hales	From Step 3 to Step 2

Motion by Troast, second by Schwartz; carried 9-0

**APPOINTMENTS – EMERGENT**

**MEDICAL LEAVE REPLACEMENT –  
SPECIAL EDUCATION TEACHER – PLHS**

P-3

It is recommended by the Superintendent of Schools that the Board of Education approve the appointment of Catherine Rittreiser as a special education teacher medical replacement (for Damian Tuorto) assigned to Pompton Lakes High School, on an emergent basis, effective September 16, 2011 through December 15, 2011 pending fingerprinting. (Step 1 – MA+15 - \$57,400 prorated)

It is also recommended by the Superintendent of Schools that the Board authorizes the Superintendent of Schools to send emergent hiring papers to the County Superintendent for approval.

Motion by Arroyo, second by Brolsma; carried 9-0 on a roll call vote

**EXTRA PERIOD STIPEND**

P-3-a

It is recommended by the Superintendent of Schools that the Board of Education approve an extra period stipend for Catherine Rittreiser, special education teacher maternity replacement (for Damian Tuorto), on an emergent basis, assigned to Pompton Lakes High School, effective September 16, 2011 through December 15, 2011. (\$4,644 to be prorated)

It is also recommended by the Superintendent of Schools that the Board authorizes the Superintendent of Schools to send emergent hiring papers to the County Superintendent for approval.

Motion by Troast, second by Arroyo; carried 9-0

**APPOINTMENTS**

**STEP CORRECTION –  
MATERNITY REPLACEMENT – COUNSELOR – LAKESIDE**

P-3-b

It is recommended by the Superintendent of Schools that the Board of Education approve the step correction for Nicole Sarsano, maternity replacement counselor (for Nicole Reynolds) assigned to Lakeside Middle School, effective September 1, 2011 through December 23, 2011 as follows:

From Step 1	MA	\$54,400 prorated
To Step 2	MA	\$54,600 prorated

Motion by Schwartz, second by Troast; carried 9-0

**CURRICULUM & INSTRUCTION**

**UPDATE TO UNIFORM STATE  
MEMORANDUM OF AGREEMENT BETWEEN  
EDUCATION & LAW ENFORCEMENT OFFICIALS**

C-2

It is recommended by the Superintendent of Schools that the Board of Education approve the Update to Uniform State Memorandum of Agreement Between Education & Law Enforcement Officials for the 2011-2012 school year. No modifications or revisions were made.

Motion by Padula, second by Arroyo; carried 9-0

**FIELD TRIPS**

C-3

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>
Sat., 9/24/11	PLHS	Marching Band	Roxbury HS, Roxbury, NJ
Sat., 10/1/11	PLHS	Marching Band	Montville, HS, Montville, NJ
Sun., 10/9/11	PLHS	Marching Band	Bergenfield HS, Bergenfield, NJ
Sat., 10/15/11	PLHS	Marching Band	Mount Olive HS, Mount Olive, NJ
Sat., 10/22/11	PLHS	Marching Band	Morris Knolls HS, Morris Knolls, NJ
Sat., 10/29/11	PLHS	Marching Band	Vernon HS, Vernon, NJ
Sat., 11/5/11	PLHS	Marching Band	Union HS, Union, NJ
Sat., 11/2/11	PLHS	Marching Band	Birney Crum Stadium, Allentown, PA
Thurs., 11/3/11- Sun., 11/6/11	PLHS	FLBA Officers	Philadelphia, PA

Motion by Troast, second by Brolsma; carried 9-0

**APPROVAL TO ADJUST THE DISTRICT CALENDAR 2011-2012**

C-4

It is recommended by the Superintendent of Schools that the Board of Education approve the adjustment to the District Calendar 2011-2012 for Lincoln Elementary School to use the staff inservice day of November 8, 2011 as a student day.

It is also recommended by the Superintendent of Schools that the Board of Education approve November 8, 2011 as a 1:00 p.m. dismissal day for the Lincoln Elementary School students.

Motion by Brolsma, second by Arroyo; carried 9-0

**POLICIES & REGULATIONS**

**1<sup>ST</sup> READING**

D-1

<b>Bylaw 0142</b>	<b>Board Member Qualifications, Prohibited Acts and Code of Ethics (M)</b>
<b>Policy 2431.4</b>	<b>Prevention and Treatment of Sports-Related Concussions And Head Injuries</b>
<b>Regulation 2431.4</b>	<b>Prevention and Treatment of Sports-Related Concussions And Head Injuries</b>

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

Bylaw 0142	Board Member Qualifications, Prohibited Acts and Code of Ethics (M)
Policy 2431.4	Prevention and Treatment of Sports-Related Concussions And Head Injuries
Regulation 2431.4	Prevention and Treatment of Sports-Related Concussions And Head Injuries

Motion by Troast, second by Schwartz; carried 9-0 on a roll call vote

**HEARING OF THE PUBLIC (SECOND SESSION)** – No member of the public was interested in making public comment. The Board President closed the Hearing of the Public (Second Session).

**OLD BUSINESS** – Mr. Padula inquired as to the date of the next Personnel Committee meeting where Dr. Amoroso's goals would be discussed.

**NEW BUSINESS** - None

**FUTURE MEETINGS** – None

**PRESENTATION BY NJSBA REP. PAUL BREDA** – “Ethics Workshop” -  
Discussion of Code of Ethics for School Board Members. See attached NJSBA Agenda.

**MOTION TO ADJOURN AT 9:30 P.M.** E-1

Motion by Troast, second by Arroyo; carried 9-0

Respectfully submitted,

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