

**NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL
BOARD OF EDUCATION**

Workshop Meeting

June 18, 2018

AGENDA

1. CALL TO ORDER: The Board President will call the meeting to order.

2. FLAG SALUTE and PUBLIC MEETINGS STATEMENT:

The Board Secretary will read the following: The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies, at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Secretary has transmitted notice of this meeting by having the date, time and place sent to the North Jersey Media Group (Ridgewood News, The Record), the Boroughs of Allendale and Upper Saddle River and published on January 5, 2018 in the Ridgewood News and The Record and posted in the Board of Education Office at Northern Highlands Regional High School. Our agenda allows two opportunities for public comments; at the beginning of the meeting for agenda items only and at the conclusion of our meeting for general comments. We ask members of the public to state their name and address and limit their comments to a three to five minute time period.

3. ROLL CALL

NAME	PRESENT	ABSENT
Mrs. Christine Ferrarie		
Mrs. Barbara Garand		
Mrs. Anne Goddard		
Mr. James Mulanaphy		
Mrs. Ann Pagano		
Mrs. Gail Trumbetti		
Ms. Ellen Marie Walsh		
Mrs. Lisa Jill Webb		
Mr. Robert C. Wei		
Dr. Sheila Yallowitz		
Mrs. Jennifer Connolly (Saddle River Liaison)		
Kate Federer (Student Representative)		
Bridget Holle (Student Representative)		
Dr. Scot Beckerman, Superintendent		
Mr. James Davis, Business Administrator/Board Secretary		

4. SPECIAL PRESENTATIONS:

- Retirement Recognitions: Ann Baumann, Mary Florio, Theodora Sotiropoulos, Petar Tzvetanov and Doris Carden

- Tom Buono, Director of Special Education: Special Education Performance Report
- Dr. Bradley Siegel, Executive Director of Curriculum, Instruction & Assessment and Tiffany Cohen, Supervisor: STEM Steering Vision
- Dr. Beckerman, Superintendent: HIB Self-Assessment Report

5. STUDENT REPRESENTATIVE REPORTS

6. COMMITTEE & LIAISON REPORTS

7. PRINCIPAL'S REPORT

8. SUPERINTENDENT'S REPORT

9. OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS

10. ACTION ITEMS FOR Business Agenda for June 18, 2018, BOARD OF EDUCATION MEETING:

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-29** in accordance with NJSA 18A and NJAC Title 6, et. sec., including NJAC 6A:23-2.11 reporting no over-expenditure of funds and upon the recommendation of the Superintendent and Business Administrator:

- B-1.** Approval of current bills list (check register) from May 18, 2018 through, June 14, 2018, per attachment.
- B-2.** Approval of minutes, May 7 and May 21, 2018 Board of Education meetings and executive sessions, per attachments.
- B-3.** *Approval of the following staff travel (accommodations note room rate only; occupancy taxes & Fees associated therein and other costs on trips presently unknown, meals for overnight trips and Mileage, tolls, parking will be reimbursed in accordance with policy and law).*

Who: Krista Carpino, Meredith Sklar (Melle)
 What: Wheel Throwing
 Where: Rockland Center for the Arts, West Nyack, NY
 When: Mondays, June 25 – July 30, 2018
 Costs: Registration: \$295 each (revised amount, includes required membership)
 Mileage: as per NJ OMB Guidelines

Who: Tiffany Cohen
 What: AP Chemistry Summer Workshop
 Where: Online course
 When: Sunday, July 8 – Saturday, July 14, 2018
 Costs: Registration: \$275

Who: Pamela Frey
What: Regional Training Session for District Certification Staff
Where: Morris Co. Public Safety Training Academy, Morristown, NJ
When: Tuesday, July 10, 2018
Costs: Registration – no cost
Mileage: as per NJ OMB Guidelines

Who: Susan Spencer
What: Syracuse University Project Advance Summer Workshop
Where: Syracuse, NY
When: Sunday, July 8 – Friday, July 13, 2018
Costs: Registration – no cost
Airfare: ~ \$330.40 RT
Hotel: Sheraton Syracuse University (conf. hotel) \$130/night for 5 nights,
total ~\$650 inc. tax
Mileage: as per NJ OMB Guidelines

Who: Scot Beckerman and Joseph Occhino
What: Achieve NJ Regional Workshop
Where: Bergen Community College, Lyndhurst, NJ
When: Monday, July 23, 2018
Costs: Registration – no cost
Mileage: as per NJ OMB Guidelines

Who: Ileana Sing
What: Learning Forward NJ 2018 Conference
Where: Princeton Marriott at Forrestal, Princeton, NJ
When: Thursday, August 2 – Friday, August 3, 2018
Costs: Registration – \$340
Hotel: Princeton Marriott (conf. hotel) \$160 inc. tax/night,
Mileage: as per NJ OMB Guidelines

- B-4.** Approval of Invo HealthCare Associates to provide as-needed occupational therapy and speech & language services to two students (ID 7580 and ID 21357) for the 2018-2019 school year, as described in their IEP, totaling approximately \$13,392, per attachment.
- B-5.** Approval of extended school year and Regular School year tuition (2018-19) at David Gregory School for a student (ID 7152) in the amount of \$56,477.40 as described in the student's IEP, per attachment. A 1:1 Aide fee of \$38,220.00 is included in the contract under extraordinary services bringing the total contract amount to \$94,697.40.
- B-6.** Approval of AMY LEDLOW as homebound instructor for the 2018-2019 school year for a student (ID 20034), as described in their IEP, for approximately 10 hours/week at the rate of \$60/hour, per attachment.
- B-7.** Approval of agreement to reimburse the parents of a student (ID 20034) for sessions of Anat Baniel Method (ABM) Physical Therapy for the period July 1, 2018 to June 30, 2019, \$250 per session, not to exceed \$2,070/month, per attachment.

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- B-8.** Approval of agreement with Preferred Home Health Care & Nursing Services, Inc. to provide one-on-one nursing services for a student (ID 7580) per the settlement approved on February 6, 2017 for the summer 2018 and school year 2018-19, per attachment.
- B-9.** Approval of agreement for the 2018-2019 school year with Professional Education Services, Inc. (P.E.S.I.) to provide Homebound Instruction Services at a tutorial rate not to exceed \$60.00 per hour, per attachment.
- B-10.** Approval of BERNICE REESBECK and KIM KENDER to provide Language Arts and Math Home Instruction to a student (ID 6614), as described in their IEP, for approximately 2 hours / week each during July 2018 at the rate of \$60/hour, totaling approximately \$1,200 per attachment.
- B-11.** Approval of LAURA BEJOT to provide Occupational Therapy services for the 2018-2019 school year to a student (ID 7580), as described in their IEP, 2 sessions/week at the rate of \$120/session, totaling approximately \$11,520, per attachment.
- B-12.** Approval of Regular School year (2018-19) tuition for three students (ID 7464, ID 20447 and ID 20456) for the period September 4, 2018 – June 30, 2019 at Sage Day in Rochelle Park, in the annual amount of \$60,300 each, totaling \$180,900, as described in their IEPs, per attachment.
- B-13.** Approval of MICHAEL SEREY to provide Physical Therapy services for the 2018-2019 school year to a student (ID 7580), as described in their IEP, 2 sessions/week at the rate of \$125/session, totaling approximately \$12,000, per attachment.
- B-14.** Approval of Program Coordination for ABA Therapy Services facilitated by Above & Beyond Learning Group, LLC for the period July 1, 2018 through June 30, 2019 for a student (ID 21357), as described in their IEP, in the approximate amount of \$6,600 plus mileage, per attachment.
- B-15.** Approval of Program Coordination and ABA Therapy Services facilitated by Above & Beyond Learning Group, LLC for the period July 1, 2018 through June 30, 2019 for a student (ID 7580), as described in their IEP, in the approximate amount of \$47,400, per attachment.
- B-16.** Approval of PATTI McVEIGH to provide Speech and Oral Motor services for the 2018-2019 school year to a student (ID 21357), as described in their IEP, 2 sessions/week at the rate of \$175/session, totaling approximately \$18,200, per attachment.
- B-17.** Approval of outside psychiatric evaluation for a student (ID 21274) by Dr. Lisa Kotler in the amount of \$1,500, per attachment.
- B-18.** Approval of parent reimbursement for a life skills coach for a student (ID 6265), as described in her IEP, \$70/hour for the total amount of \$4,200, per attachment.
- B-19.** Approval of agreement with Valley Health Medical Group to provide DOT testing services for the period July 1, 2018 through July 1, 2020, per attachment.

- B-20.** RESOLVED, that the Northern Highlands Board of Education hereby approves the submission of the fiscal year 2018-19 IDEA grant application, and accepts the allocation of the IDEA Basic amount of \$ **229,317**.
- B-21.** RESOLVED, that the Board of Education approves the submission of the ESEA Application and the acceptance of the allocation of funds as follows:
- | | |
|--|-------------------|
| Title I Part A (Basic, Concentration, Targeted & EFIG) | \$ 58,642. |
| Title II Part A (Teacher and Principal Training and Recruiting Fund) | \$ 12,023. |
| Title IV | <u>\$ 10,000.</u> |
| Total Funding: | \$ 80,665. |
- AND FURTHERMORE, the Board of Education approves the transfers of the Title II and Title IV funds to Title I.
- B-22.** Approval to accept proposal from LAN Associates for architecture / engineering services for Change in Use of Classroom 109/111, per attachment.
- B-23.** RESOLVED, that the Northern Highlands Regional High School Board of Education approves the submission of a change in use application to divide classroom 109/111 to two separate instructional spaces, **State Project #3700-050-18-4000**, by LAN Associates to the State of New Jersey, Department of Education. The Board will not be seeking State funding for this project as part of the submission. This project is not in the current District's Long Range Facilities Plan and the plan needs to be amended.
- B-24.** Approval to accept the donation of \$1,000 for the Applied Technology/CAD Department from the Michael Schuetz Foundation.
- B-25.** Approval of MATTHEW KRZYSIK and JONATHAN SCHMITT as summer painters at the NHEA rate of \$21/hour, not to exceed 240 hours work, up to a maximum of \$5,040.
- B-26.** Approval of the following student custodians at the hourly rate shown, for summer 2018 and the 2018-19 school year, effective immediately, following completion of required documentation where applicable:
- | | | | |
|--------------------|---------|----------------------|---------|
| Nyinchay Changrak | \$ 8.60 | Ben Redling | \$ 8.60 |
| Christine Griffith | \$10.00 | Zachery Tyler | \$ 9.00 |
| James Griffith | \$10.00 | Michael Vidals-Reyes | \$ 9.50 |
| John Griffith | \$ 9.00 | | |
- B-27.** RESOLVED that the Northern Highlands Board of Education authorize the removal and secure storage of archive Guidance and Special Education files by FileBank Inc. at a cost of \$7,990 plus monthly charges of \$420.33, through EdData # EDPC#26.
- B-28.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of 830 Urban Armor Gear Cases from SHI International Corp. at a total cost of \$25,514.20 through NJSBA E-8801-ACESCPS (2 quotes obtained).

B-29. Construction Project Bid Award

WHEREAS, on June 6, 2018 the Northern Highlands Regional High School Board of Education conducted a public bid opening for the award of a New Secure Entrance Vestibule and Classroom Door Lockset Replacement Project, DOE Project # 3700-050-18-3000, which yielded the following bids for consideration:

Contractor	Base Bid 73A	Base Bid 73B
B. Puntasecca Contractors	\$98,800	\$93,400
Panoramic Window & Door	\$129,000	\$109,000
Ascend Construction Mgmt.	\$269,000	-
Jersey Arch. Door & Supply	-	\$93,217
American Sons Locksmith	-	\$133,329.35

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education, as reviewed and approved by LAN Associates and the Board Attorney, awards **Contract #73A** for the New Secure Entrance Vestibule to B. Puntasecca Contractors in the amount \$ **98,800** and **Contract 73B** for the Classroom Door Lockset Replacement Project to Jersey Architectural Door & Supply, Inc. in the amount of \$ **93,217** and **unit prices of \$ 688, \$ 268 and \$ 208 for 73B-1, 73B-2 and 73B-3** respectively.

BE IT FURTHER RESOLVED, that the Northern Highlands Regional High School Board of Education grants the authority to James Davis, Business Administrator, to sign contracts with B. Puntasecca Contractors and Jersey Architectural Door & Supply.

Roll Call:

11. ACTION ITEMS FOR the Education Agenda for June 18, 2018 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-25**, upon the recommendation of the Superintendent, effective immediately following the completion of required certification and documentation:

- E-1.** Accept and affirm the Harassment, Intimidation, and Bullying investigation report, per attachment.
- E-2.** Accept and affirm the Monthly Student Suspension report, per attachment.
- E-3.** Accept and affirm the Monthly School Security Drill report and Statement of Assurance, for the 2017-2018 school year, as per NJ Department of Education guidelines, per attachment.
- E-4.** Approve the Marshall Summative Evaluation System for the 2018-2019 school year, including individual rubrics for teacher, principal, supervisor, counselor, nurse, librarian, and child study team staff.
- E-5.** Approve the NJ Department of Education Equivalency Application for revisions to the Marshall Evaluation System, per attachment.

- E-6.** Approve the Annual District Mentoring Plan for the 2018-2019 school year, per attachment.
- E-7.** Accept and affirm the Statement of Assurance certifying compliance with the Annual District Mentoring Plan requirements, for the 2018-2019 school year, to be filed electronically through the NJ Department of Education.
- E-8.** Accept and affirm the Statement of Assurance certifying compliance with the Professional Development Plan requirements, for the 2018-2019 school year, to be filed electronically through the NJ Department of Education.
- E-9.** Approve completion and payment to SCOT BECKERMAN, Superintendent, for successful completion and approval by Department of Education and Northern Highlands Board of Education for the *Attained Merit* Goals (5 in total: 2 Qualitative Goals and 3 Quantitative Goals) in accord with the Superintendent's 2017-2018 employment contract at a dollar amount of \$26,185.91 as follows:

Goal #1 Quantitative 3.33% \$5,817.15

Presently, Northern Highlands has paper only job descriptions. Many of these job descriptions are in excess of 10 years old. Since the last revision (some over 10 years ago) of the district job descriptions, numerous roles and responsibilities have changed. To ensure that all job descriptions accurately reflect current roles of Northern Highlands' employees, the superintendent will revise 100% of the district job descriptions. In addition, the superintendent will create an online database of these job descriptions so that they are accessible to the public. This website will be updated monthly after they have been Board of Education approved to reflect any changes to job descriptions moving forward.

Goal #2 Quantitative 3.33% \$5,817.15

In an effort to provide more opportunities for special education students and retain them in district at a greater rate, the superintendent will assess the feasibility of creating an in-district self-contained classroom. In evaluating the possibility of creating in-district program(s) for our special education population, the superintendent of schools will investigate self-contained in-district classrooms of other districts and provide analysis to the Board of Education as to whether a classroom should be considered at Northern Highlands and for what specific population.

The superintendent will visit a minimum of 3 districts with in-districts programs. The superintendent will provide an analysis of populations served by these programs as well as the needs of Northern Highlands and make a recommendation to a sub-committee of the BOE no later than May 28, 2018 on the possibility of instating a program at Northern Highlands.

Goal #3 Quantitative 3.33% \$5,817.15

During the 2017/2018 school year, Northern Highlands is seeing to enhance its STEM curricular and extracurricular programs. As a regional high school, the superintendent must understand the nature of k-8 programs, working collaboratively to ensure students experience the integration of STEM curricula in a consistent manner with similar standards. In an effort to standardize and raise expectations for students entering high school, the superintendent will collaborate with the sending districts (Allendale, Upper Saddle River, Ho-Ho-Kus) to develop a K-12 STEM initiative. The STEM initiative will include establishing a cohesive vision for STEM education; identifying best practices in curriculum, instruction, and assessment; sharing professional

development and resources; and engaging multiple stakeholders in the inception of collaborative projects across the region.

In order to assist the superintendent in creating this initiative, the superintendent will schedule visits with 100% of the sending districts a minimum of 2 times each to evaluate their offerings and STEM structure. Through these evaluations, the superintendent will create high school instructional goals for STEM linked to existing curriculum; and work in partnership with the k-8 superintendents to develop a comprehensive K-12 STEM initiative.

Goal #4 Qualitative 2.5% \$4,367.23

During the 2017/2018 school year, Northern Highlands will be completing a shared service agreement with the Ho-Ho-Kus School district to share our district Business Administrator with them in order to fill a void in their district they have been unable to fill.

Since the BA position will be shared with Ho-Ho-Kus over the course of July 1, 2017- June 30, 2018, there are certain aspects of his position that he will be unable to complete with Northern Highlands since he will not be in district every day. Therefore, the superintendent of schools will oversee the facilities crew for the 2017/2018 school year. This oversight will encompass the grounds, maintenance and custodial crew during all shifts including the weekends. Working with the facilities manager, the superintendent will meet with necessary individuals and oversee daily projects and staffing. The superintendent will also take over the budget creation of this department for the 2018/2019 school year.

Goal #5 Qualitative 2.5% \$4,367.23

Northern Highlands had spent 2 years preparing for a transition to a 1-to-1 program using surface 4 devices. During the 2016/2017 school year, Northern Highlands fully implemented that program. Now that teachers and staff have been using the Surface 4 devices for an entire school year, a reflection of the transition and needs moving forward are an important part of the process to ensure all faculty/student needs are being met. Therefore, the superintendent will evaluate the needs (both individual and building) that have arisen during this implementation.

In order to accomplish this analysis, the superintendent will survey all staff and students through Google Forms on their perceptions and requests regarding 1-to-1 technology. In addition, a facility audit will be done by the Superintendent with assistance by the technology team to determine if any additional facility needs have arisen after the implementation. The facility needs evaluated will include but are not limited to individual classroom needs, infrastructure needs, building needs and software/apps requests/needs by both staff and students. A report of the findings to be completed by the superintendent will be presented to a sub-committee of the Northern Highlands BOE by June 2018.

- E-10.** Approve the following new position for the 2018-2019 school year, effective September 1, 2018.
 1. Special Education Aide
- E-11.** Approve the rescission of appointment of EMILY KRATZ, Teacher of Social Studies, for the 2018-2019 school year, effective September 1, 2018 to June 30, 2019, per attachment.
- E-12.** Accept with regret, the retirement of ROBERT WALSH, Campus Aide/Security, effective June 21, 2018, per attachment.

- E-13.** Approve the appointment of CLIFFORD SINGER, Special Education Aide, for the 2018-2019 school year, effective September 1, 2018 to June 30, 2019 at a total salary of \$25,000, per attachment.
- E-14.** Approve the appointment of KYLE WENGERTER, Teacher of Social Studies, for the 2018-2019 school year, effective September 1, 2018 to June 30, 2019 at a total salary of \$62,015 (MA, Step 2), per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-15.** Approve the appointment of ALLISON FAASSE, Learning Disabilities Teacher Consultant/LDTC (.6) and Special Education Teacher (.4 / Two classes), for the 2018-2019 school year, effective September 1, 2018 to June 30, 2019 at a total salary of \$88,630 (MA+30, Step 15), per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-16.** Approve the appointment of MAGGIE ELY, School Counselor, for the 2018-2019 school year, effective September 1, 2018 to June 30, 2019 at a total salary of \$62,015 (MA, Step 3), per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-17.** Approve one sixth assignment for KERRI THORNE at a rate of \$63.20 per day, SAMANTHA JUDGE at a rate of \$50.04 per day, JESSICA MENZELLA at a rate of \$64.17 per day, THOMAS WALSH at a rate of \$64.17 per day, and MICHELE ZUNGOLI at a rate of \$64.17 per day, for the purpose of Leave of Absence, Teacher of Special Education from September 17, 2018 or sooner, to February 27, 2019. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-18.** Approve the appointment of MIKE PADILLA (USR), GIANNA APICELLA (USR), TIFFANY COHEN (NH), MARY LARDIERE (NH), AMY FELLS (HHK), KATIE McLEAN (HHK), KATIE KANNING (HHK), ALI AUTERI (HHK), AMY D'AMBOLA (USR), LIZA CIOFFI (NH), GEORGE CARBONE (NH), KRISTA CARPINO (NH), CHRISTINE RABADAN (NH), JESSICA THOMPSON (NH), MEREDITH SKLAR (NH), DEAN RAYSIDE (NH), KURT ROGERS (NH) and JESSICA VERDICCHIO (NH) as mini-course instructors at a rate of \$550. per course for Professional Development for the 2018-2019 school year, effective July 1, 2018.
- E-19.** Approve the Summer Curriculum assignments, for the 2018- 2019 school year, per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-20.** Approve the following new textbook, per attachment.
•MAPPING THE SOCIAL LANDSCAPE, 8th Edition, Author: Susan J. Ferguseon, Publisher: Sage, Copyright Date: 1/2018, Course: SUPA Sociology, Grade Level(s): 11-12
- E-21.** Approve the receipt of two (2) out of district Tuition Students for the 2018-2019 school year, per attachment.

E-22. Approve the following Athletic/Co-Curricular assignments for the 2018-2019 school year. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.

1. RICH MICALLEF as Girls Basketball Coach (Group 2, \$9,749)

E-23. Approve the following field trips/overnight field trips for the 2017-2018 school year.

- a) Animal Conservation Club: Visit to animal shelter
- PATCH Animal Shelter, Pompton Lakes NJ: 6/19/18
- b.) Boomerang Project: Summer Retreat (Overnight Trip)
- YMCA Camp Ockanickon, Medford NJ: 8/26/18 – 8/27/18

E-24. Approve the following list of advisors/chaperones/school nurse, as listed below:

NAME	EVENT	DATE	AMOUNT TO BE PAID
MEREDITH SKLAR	Animal Conservation Club	6/19/18	No cost to district
JOHN BEATTY	Boomerang Project	8/26 -27/18	No cost to district
SARA BELGIOVINE	Boomerang Project	8/26 -27/18	No cost to district
BRENNAN HEFFERNAN	Boomerang Project	8/26 -27/18	No cost to district
JOE KIELY	Boomerang Project	8/26 -27/18	No cost to district
MARY LARDIERE	Boomerang Project	8/26 -27/18	No cost to district
DEAN RAYSIDE	Boomerang Project	8/26 -27/18	No cost to district

E-25. Approve NOELLE ROBINSON for Ramapo College School Counseling Internship for the 2018-2019 school year, from September 1, 2018 to June 30, 2019, per attachment.

Roll Call:

12. BOARD PRESIDENT'S REPORT

13. OLD / NEW BUSINESS

14. OPEN TO THE PUBLIC

15. EXECUTIVE SESSION

IT IS HEREBY RESOLVED that the Northern Highlands Regional High School Board of Education shall go into executive session to discuss the following matters:

- Personnel
- Negotiations

The minutes of this executive session will be released when the need for confidentiality no longer exists. There are some topics (such as student matters) for which the need for confidentiality may never cease to exist.

_____ moved, and _____ seconded that the Board move into executive session.

TIME: All in Favor: _____ Opposed: _____

_____ moved, and _____ seconded that the Board moves into public session.

TIME: All in Favor: _____ Opposed: _____

16. ADJOURNMENT

_____ moved, and _____ seconded that the meeting be adjourned.

TIME: All in Favor: _____ Opposed: _____