

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

**Workshop Meeting**

**March 12, 2018**

**AGENDA**

1. **CALL TO ORDER:** The Board President will call the meeting to order.
  
2. **FLAG SALUTE and PUBLIC MEETINGS STATEMENT:**  
 The Superintendent 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, 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		X
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		X

4. **SPECIAL PRESENTATION**
  
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 March 12, 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-7** 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 February 23 through March 6, 2018, per attachment.
- B-2.** *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: John Gornell  
 What: Articulation with AP Geography teacher and classroom observation  
 Where: Hunterdon Central High School, Flemington, NJ  
 When: Monday, March 19, 2018  
 Costs: no cost  
 Mileage: as per NJ OMB Guidelines

Who: John Gornell  
 What: Articulation with AP Geography teacher and classroom observation  
 Where: Ramsey High School, Ramsey, NJ  
 When: Tuesday, March 20, 2018  
 Costs: no cost  
 Mileage: as per NJ OMB Guidelines

Who: Scot Beckerman  
 What: School Administrator Mentor Training Program  
 Where: NJASA Headquarters, Trenton, NJ  
 When: Thursday, April 26 and Monday, April 30, 2018  
 Costs: Registration – \$395  
 Mileage: as per NJ OMB Guidelines

Who: Scot Beckerman, Joseph Occhino  
 What: Strauss Esmay: School Law and Policy Seminar  
 Where: Brookdale Community College, Lincroft, NJ  
 When: Friday, June 1, 2018  
 Costs: Registration – no cost  
 Mileage: as per NJ OMB Guidelines

Who: Bob Williams  
What: NIAAA / NFHS Annual Conference  
Where: San Antonio, TX  
When: Saturday, December 12 – Tuesday, December 18, 2018  
Costs: Registration – \$400  
Airfare – not to exceed \$600 RT  
Hotel – Conference hotel TBD, 4 nights, not to exceed \$250/night  
Mileage: as per NJ OMB Guidelines

**B-3.** Approval of the renewal of the food service management agreement with The Food Service Management Company (Pomptonian Inc.) for the 2018-19 school year, including the following terms and conditions:

- Pomptonian Inc. shall receive, in addition to the costs of operation, a fee of twenty-two thousand six hundred and sixty-five dollars (\$22,665.00) to compensate the food service management company for administrative and management costs.
- This fee shall be billed in ten (10) monthly installments of \$2,266.50 per month as a cost of operation.
- Northern Highlands Regional High School guarantees the payment of such costs and fee to Pomptonian Inc.
- A per meal administrative/management fee shall apply to all vended meals receipts deposited in Northern Highlands' account. All vended meals receipts deposited into Northern Highlands' account shall be divided by (\$1.00) to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be (\$.10) per meal equivalent.
- Pomptonian Inc. guarantees the Northern Highlands Regional High School a minimum profit of \$25,000.00 for school year 2018-2019.

**B-4.** Approval of a Memorandum of Agreement with the County of Bergen, Department of Health Services regarding the temporary, emergent use of Northern Highlands school facilities in the event of a natural or man-made bio-terrorism incident, per attachment.

**B-5.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of 890 Urban Armor Gear Back Covers for Microsoft Surface Pro 4 Tablets by at a total cost of \$27,358.60. Two (2) quotes were obtained.

**B-6. Construction Project Change Order**

WHEREAS, on August 28 2017 the Northern Highlands Board of Education accepted a proposal from Field Turf for removal and replacement of the Athletic Field synthetic turf in the total contract lump sum of \$429,670.72; and

WHEREAS, changes are necessary in order for the project to be completed as desired;

NOW, THEREFORE BE IT RESOLVED, that the Northern Highlands Board of Education approves the following change order to Field Turf. in the amount of \$3,601.43:

#1 Overtime hours for weekend work \$3,601.43

**B-7. Transfer of Capital Projects Fund Balance to Capital Reserve:**

WHEREAS, NJSA 18A:24-54 permits a Board of Education to transfer the proceeds of a capital project when the project is completed, and such funds are no longer necessary for the original purpose or any other authorized purpose; and

WHEREAS, the aforementioned statute authorizes the Board of Education to determine whether to apply such funds to either the general fund or the debt service fund of the district; and

WHEREAS, the Northern Highlands Regional High School Board of Education has determined that **\$156,727.85** is available for such transfer;

NOW THEREFORE BE IT RESOLVED by the Northern Highlands Regional High School Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer to the Capital Reserve fund consistent with all applicable laws and regulations.

Roll Call:

**11. ACTION ITEMS FOR the Education Agenda for March 12, 2018 BOARD OF EDUCATION MEETING:**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-5**, 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.** Approve the following field trips/overnight field trips for the 2017-2018 school year.

- a.) Fed Challenge: Competition
  - Federal Reserve Bank of NY, NYC: 3/14/18
- b.) Spanish Club: Columbian Cuisine and Culture
  - Noches de Colombia Restaurant, Hackensack NJ: 3/29/18
- c.) AP Spanish Class: Columbian Cuisine and Culture
  - Noches de Colombia Restaurant, Hackensack NJ: 4/6/18
- d.) Spanish Club: Game of Soccer in Latin American Culture
  - Red Bull Arena, Harrison NJ: 5/5/18

**E-4.** Approve the following list of advisors/chaperones/school nurse, as listed below.

NAME	EVENT	DATE(S)	AMOUNT TO BE PAID
DONNA SCRIVANICH	Fed Challenge	3/14/18	No cost to district
LAURA AZEVEDO	Spanish Club	3/29/18	No cost to district
YAMILETH ANTIGUA	AP Spanish Class	4/6/18	No cost to district
LAURA AZEVEDO	Spanish Club	5/5/18	No cost to district

**E-5.** Approve the receipt of one (1) Out of District Tuition Student for the 2018-2019 school year, per attachment.

Roll Call:

**12. BOARD PRESIDENT'S REPORT**

**13. OLD BUSINESS**

**14. NEW BUSINESS**

**15. OPEN TO THE PUBLIC**

**16. EXECUTIVE SESSION**

**IT IS HEREBY RESOLVED** that the Northern Highlands Regional High School Board of Education shall go into executive session for the purposes of discussing:

- **No Executive Session Scheduled**

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: \_\_\_\_\_

**17. ADJOURNMENT**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded that the meeting be adjourned.

TIME: All in Favor: \_\_\_\_\_ Opposed: \_\_\_\_\_