

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

Regular Meeting Agenda

June 29, 2015

AGENDA

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

2. 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 9, 2015 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. PLEDGE OF ALLEGIANCE

4. ROLL CALL

NAME	PRESENT	ABSENT
Mrs. Barbara Garand		
Mrs. Anne Goddard		
Dr. Robert Hands		
Mr. James Mulanaphy		
Mrs. Ann Pagano		
Mrs. Gail Trumbetti		
Ms. Ellen Marie Walsh		
Mrs. Lisa Jill Webb		
Mr. Robert C. Wei		
Dr. Sheila Yallowitz		
Mr. Henry Senger (Saddle River Liaison)		
Mr. John J. Petrelli, Interim Superintendent		
Mr. James Davis, Business Administrator/Board Secretary		

5. SPECIAL PRESENTATIONS:

Mr. Mike Koth – 50th Anniversary Celebration Update
Mr. Al Annunziata, NJSBA – Strategic Planning

6. STUDENT REPRESENTATIVE REPORTS: NONE

7. COMMITTEE & LIAISON REPORTS**8. OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS****9. ACTION ITEMS FOR Business Agenda for June 29, 2015, BOARD OF EDUCATION MEETING:**

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-34** 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 Interim Superintendent and Business Administrator:

B-1. Approval of transfers as per attached document.

B-2. Approval of the Board Secretary and Treasurer's Reports for the month of May, 2015.

B-3. Approval of current bills list (check register) from June 11, 2015 through June 26, 2015, per attachment.

B-4. *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: Thomas Paster
 What: The Vocal Foundation
 Where: Sled Dog Studios, Rochester, NY
 When: Monday, August 10 – Friday, August 14, 2015
 Costs: Registration: \$1,100 (includes accommodation & meals)
 Mileage: as per NJ OMB Guidelines

Who: Krista Carpino
 What: AP Art History Summer Institute
 Where: Rutgers University, NJ
 When: Monday, August 3 – Thursday, August 6, 2015
 Costs: Registration: \$1,025
 Mileage: as per NJ OMB Guidelines

Who: Laura Florez
 What: Cervantes Institute Workshop for Teachers of Spanish
 Where: Instituto de Cervantes, New York, NY
 When: Saturday, October 18, 2014
 Costs: Registration: \$95
 Mileage: as per NJ OMB Guidelines

Who: Michael Koth
 What: Teacher Academies
 Where: River Dell High School, Oradell, NJ
 When: Wednesday, July 8, 2015

Costs: Registration: no cost
Mileage: as per NJ OMB Guidelines

Who: Jessica Thompson
What: Ceramics Wheel-Throwing Workshop
Where: Visual Arts Center of NJ, Summit, NJ
When: Sunday, June 7 and Sunday, June 14, 2015
Costs: Registration: \$185
Mileage: as per NJ OMB Guidelines

Who: Michael Koth
What: Teacher Academies featuring Microsoft Solutions for the Classroom
Where: River Dell, NJ
When: Wednesday, July 8, 2015
Costs: Registration: no cost
Mileage: as per NJ OMB Guidelines

- B-5.** Approval of Regular school year tuition (2015-2016), including extended school year, for a student, (ID 5878) at Educational Partnership for Instructing Children (EPIC) for the period July 1, 2015 through June 30, 2016, as described in their IEP, in the amount of \$96,461.40, per attachment.
- B-6.** Approval of Regular school year tuition (2015-2016), including extended school year, for a student, (ID 5386) at The Children's Institute for the period July 1, 2015 through June 30, 2016, as described in their IEP, in the amount of \$64,868.15, per attachment.
- B-7.** Approval of SAMANTHA JUDGE as summer tutor for a student (ID 6713), as described in their IEP, for a total of 60 hours at the rate of \$45/hour, per attachment.
- B-8.** Approval of ABA Services (School Year 2015-2016) for a student (ID 5386), for the period of July 1, 2015 - June 30, 2016, \$60.00 per hour, 4 hours per week for 52 weeks with MELISSA O'CARROLL in the amount of \$12,480, per attachment.
- B-9.** Approval of agreement for consultant services with Gravity Goldberg, LLC, for the period September 1, 2015 through June 25, 2016 in the amount of \$5,000, per attachment. This agreement is one of four with the Quad districts, Allendale, Ho-Ho-Kus and Upper Saddle River.
- B-10.** Approval of agreement for the 2015-2016 school year with Education, Inc. to provide tutorial services at a rate not to exceed \$49.00 per hour, 10 hours per week, per attachment.
- B-11.** Approve the appointment of Educere LLC, Ambler, PA and the attached agreement for the 2015-2016 school year to provide "educational services" to the district that is being awarded based upon an exception contained in Title 18A, specifically 18A:18A-5A-5 which excludes library and "educational goods and services" from bidding, per attachment.
- B-12.** Approval of agreement for the 2015-2016 school year with Four Winds Hospital to provide On-Site Education Instruction Services at a tutorial rate not to exceed \$54.00 per hour, 10 hours per week, per attachment.

- B-13.** Approval of agreement for the 2015-2016 school year with Silver Hill Hospital to provide tutorial services at a rate not to exceed \$60.00 per hour, 10 hours per week, per attachment.
- B-14.** Approval of annual membership in the NJSIAA (New Jersey State Interscholastic Athletic Association) and the Big North Athletic Conference for the 2015-2016 school year. Northern Highlands agrees to be governed by the Constitution, bylaws and Rules and Regulations of the NJSIAA, including all rules governing student-athlete eligibility.
- B-15.** Approval of the Northern Highlands Sports Association donating monies, equipment, supplies etc. under the approval and supervision of the Athletic Director for the 2015-2016 school year.
- B-16.** Approval of Regular and extended school year tuition (2015-2016), for a student, (ID 7580) at Educational Partnership for Instructing Children (EPIC) for the period July 1, 2015 through June 30, 2016, as described in their IEP, in the amount of \$96,461.40, per attachment.
- B-17.** Approval of settlement agreement for placement of a student (ID 5509), per attachment.
- B-18.** Approval of agreement for the 2015-2016 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-19.** Approval of settlement agreement regarding a student (ID 6755), per attachment.
- B-20.** Approval of Orton-Gillingham Services for a student (ID 6614), 2x/week at the rate of \$100/session, for the period (July 1, 2015 – June 30, 2016) with BARBARA BYRNES in the estimated amount of \$7,500, per attachment.
- B-21.** Approval of JILL HOLLANDER to provide speech therapy services to a student (ID 6268) for the period July 1, 2015 through June 30, 2016, one session per week for the summer and school year at the rate of \$170/session, totaling \$7,310, per attachment.
- B-22.** Approval of Regular school year tuition (2015-2016), including extended school year, for two students, (ID 5058 and ID 5134) at the Institute for Educational Achievement for the period July 10, 2015 through June 30, 2016, as described in their IEPs, in the amount of \$106,444.80 per student, per attachment.
- B-23.** Approval of Conductive Education Services (School Year 2015-2016) for a student (ID 6712), 1x/week x 1.5 hour sessions at the rate of \$140/hour or \$210/session for 40 weeks with Eva Herczegh in the amount of \$8,400, per attachment.
- B-24.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of Microsoft Surfaces from ePlus Technology through **Hunterdon County Educational Services Commission (HCESC) 34HUNCCP** in the amount of **\$224,400**.
- B-25.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of technology equipment from Aspire Technology Partners per **New Jersey State Contract # 87720** as listed below, per attachment.
- Cisco Network Core - \$45,025.72
 - Network Switches - \$39,324.57

- Storage Area Network - \$40,578.06
- B-26.** Approval of contract between the Northern Highlands Regional High School Board of Education and the Northern Highlands Administrators Association for the period July 1, 2013 through June 30, 2018, per attachment.
- B-27.** Approval of contract with Jill Pantaleo, LCSW and Associates LLC for Student Assistance Services for 2015-2016, per attachment.
- B-28.** Approval of contract with Neopost USA per NJPA contract # 043012-NPI to enter into a five year lease agreement for an IN600AF mail machine at the rate of **\$179.53/month for an annual savings of \$ 875**, per attachment.
- B-29.** Approval of FRANK GILLI and MATTHEW KRZYSIK as summer painters at the NHEA rate of \$21/hour, not to exceed 325 hours work, up to a maximum of \$6,825.
- B-30.** In accordance with N.J.A.C. 6A:23A-7.3, the Northern Highlands Regional High School Board of Education establishes the pre-budget maximum travel expenditure (which includes all staff development costs such as attendance at conferences/seminars/workshops}, inclusive of all registration costs, hotel accommodations, reimbursable meals, mileage or other travel related costs permissible by and in accordance with state statute and Board policy, for the 2015-2016 fiscal year applicable to all staff, including administrators, supervisors, faculty as well as other school district staff that are required to travel, and members of the Board of Education, and furthermore that the school district shall not exceed the amount listed below:
- **\$70,424**
- Furthermore, in accordance with N.J.S.A. 18A:19-1, the Northern Highlands Regional High School Board of Education authorizes an annual maximum amount per employee for regular business travel only (as defined in N.J.A.C. 6A:23A-1.2) for which board approval is not required to be established at \$ 1,500.00. Moreover, the Board authorizes attendance at in-state professional development activities for which the registration fee does not exceed \$ 150.00 per employee or board member, and all mileage reimbursement requests do not require board approval if the only expenditure related to the staff development activity or attendance at a workshop/seminar or conference is for the reimbursement of mileage.
- NOTE: For Board information only – The FY 2014-2015 annual budget amount was \$68,825 and the amount expended as of 6/30/15 is \$49,997.
- B-31. Transfer of Current Year Surplus to Maintenance Reserve:**
WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and
WHEREAS, the Northern Highlands Regional High School Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and
WHEREAS, the Northern Highlands Regional High School Board of Education has determined that up to **\$600,000** is available for such purpose of 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 consistent with all applicable laws and regulations.

B-32. Approve the following Year-end Resolutions:

- The Business Administrator be authorized to process invoices for payment for the current fiscal year with Board Confirmation at the next regular meeting
- The Business Administrator be authorized to make account transfers that may be needed to close out the fiscal year with Board confirmation at the next meeting
- Move that all outstanding warrants in all accounts as of December 31, 2014 be cancelled

B-33. Construction Project Bid Award

WHEREAS, on June 19, 2015 the Northern Highlands Regional High School Board of Education conducted a public bid opening for the award of New Emergency Generator for Science Wing Boilers Project (State plan # 3700-050-15-4000) which yielded the following low bid for consideration:

Contractor	Base Bid
Vanore Electric Inc.	\$63,175

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, with review and approval from both LAN Associates and the Board Attorney, awards the contract for the New Emergency Generator for Science Wing Boilers Project to Vanore Electric Inc. in the total contract lump sum of \$63,175.

BE IT FURTHER RESOLVED, that the Northern Highlands Regional High School Board of Education grants the authority to James Davis, Business Administrator, to sign a contract with Vanore Electric Inc.

- B-34.** Approval of the memorandum of agreement, including salary guides, between the Northern Highlands Regional High School Board of Education and the Northern Highlands Education Association, per attachment.

Roll Call:

10. ACTION ITEMS FOR the Education Agenda for June 29, 2015 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-22**, upon the recommendation of the Interim 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.** Approve the appointment of KIMBERLY NICKLES as Teacher of Special Education for the 2015- 2016 school year, effective September 1, 2015 at a total salary of \$53,715. (BA, Step 1),

- per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-3.** Approve the appointment of PAULETTE GARERI as Teacher of Mathematics for the 2015- 2016 school year, effective September 1, 2015 at a total salary of \$63,295. (BA, Step 9), per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-4.** Approve the appointment of ROBERT COUNCILOR, as Maternity Leave Replacement for Teacher of Health and Wellness in Physical Education for the 2015- 2016 school year, effective September 1, 2015 at a total salary of \$59,730. (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-5.** Approve the appointment of LAURA VARGO, as Maternity Leave Replacement for School Counselor for the 2015- 2016 school year, effective September 1, 2015 at a total salary of \$58,010. (MA, Step 1), per attachment. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-6.** Approve the appointment of AMY D'AMBOLA, as Supervisor/Staff Developer for the 2015- 2016 school year, effective July 1, 2015 at a total salary of \$102,136.
- E-7.** Accept with regret, the resignation of AMY D'AMBOLA, as Supervisor/Staff Developer effective July 31, 2015, per attachment.
- E-8.** Approve a family leave of absence for DOREEN ALBANO, Teacher of Art from December 1, 2015 or sooner to March 1, 2016, per attachment.
- E-9.** Approve the appointment of RYAN FANELLI and KURT ROGERS as Technology Assistants for the summer, up to a combined total of 45 work days, at a rate of \$21.00 per hour not to exceed \$7,500, per attachment.
- E-10.** Approve the appointment of DENNIS ROWLY as Seton Hall School Counseling Intern for the 2015- 2016 school year, effective September 1, 2015 to May 30, 2016, per attachment.
- E-11.** Approve new and returning Substitute Teachers, Nurses and Homebound Instructors/Tutors for the 2015- 2016 school year, per attachment.
- E-12.** Approve the appointment of BERNADETTE RICCA as Graduation/Senior Awards Coordinator for the 2015- 2016 school year at a stipend of \$3,797. Salary may be adjusted upon the approval of a new Master Agreement between the Board of Education and the NHEA.
- E-13.** Approve the following job descriptions, per attachment.
1. Director of Athletics and Student Activities
 2. Head Coach
 3. Assistant Coach
 4. Activity Advisor
 5. Affirmative Action Officer
 6. Supervisor of Special Services

- E-14.** Approve Northern Highlands' sponsorship of athletic competition in the following sports: cross country, field hockey, football, gymnastics, soccer, tennis, volleyball, basketball, cheering, bowling, fencing, ice hockey, swimming, winter track, wrestling, baseball, softball, lacrosse, golf and outdoor track for the 2015- 2016 school year.
- E-15.** Approve the Master List Calendar of Events for the 2015- 2016 school year, per attachment.
- E-16.** Approve the Summer Athletic Facility Usage /Team Workout / Youth Sports Camp Schedule and the Master NHRHS Athletic Schedule for the 2015- 2016 school year, per attachment.
- E-17.** Approve the following 2015- 2016 Co-Curricular Assignments, per attachment.
- E-18.** Approve the following 2015- 2016 Athletic Assignments, per attachment.
- E-19.** Approve payment to JAMES DAVIS, Business Administrator/Board Secretary, for successful completion and approval by the Department of Education/Interim Superintendent of Schools and Northern Highlands Board of Education, for the *Attained* Quantitative Merit Goals in accord with the Business Administrator/Board Secretary's 2014- 2015 employment contract at a dollar value of \$5,356.
- E-20.** Approve the following new textbook, per attachment.
- *Scholastic Journalism*, Author: Tate and Taylor, Publisher: Wiley, Copyright Date: 1/2014, Course: Journalism, Grade Levels: 9-12
- E-21.** WHEREAS, the Interim Superintendent of Schools has recommended that the Northern Highlands Regional High School Board of Education withhold the increments of Gary Bach; and
- WHEREAS, the Board agrees with the Interim Superintendent that there is a legitimate basis for withholding Bach's increments;
- IT IS HEREBY RESOLVED this 29th day of June, 2015, that the salary and step increments of Gary Bach are hereby withheld for the 2015-2016 school year; and it is further
- RESOLVED that, as a result of the withholding of these increments, Bach's base salary for the 2015-2016 school year shall be the same as his base salary for the 2014-2015 school year.
- E-22.** Authorize Dr. Scot Beckerman, Superintendent of Schools, to make personnel decisions on new hires and offer contracts for the 2015-2016 school year in consultation with the Board President, during the summer months.

Roll Call:

- 11. PRINCIPAL'S REPORT**
- 12. INTERIM SUPERINTENDENT'S REPORT**
- 13. BOARD PRESIDENT'S REPORT**
- 14. OLD / 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 to discuss the following matters:

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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: _____