

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

Regular Meeting

March 25, 2013

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

The Board Secretary will read the following:

This is the Regular Meeting of the Northern Highlands Regional High School Board of Education and Notice has been provided as required under the Open Public Meetings Act by having the time, date, place and purpose of said meeting transmitted to the North Jersey Media Group (Ridgewood News, The Record), the Boroughs of Allendale and Upper Saddle River and published on January 11, 2013 in the Ridgewood News 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. 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 | | |
| Mrs. Sheila Yallowitz | | |
| Mr. Henry Senger (Saddle River Liaison) | | |
| | | |
| Lindsay Bishop (Student Representative) | | |
| Justin DeParis (Student Representative) | | |
| | | |
| Mr. John J. Keenan, Superintendent | | |
| Mr. James Davis, Business Administrator/Board Secretary | | |

4. SPECIAL PRESENTATION: Public Hearing – FY 2013/14 Budget

5. STUDENT REPRESENTATIVE REPORTS

6. COMMITTEE & LIASON REPORTS
7. OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS
8. ACTION ITEMS FOR Business Agenda for March 25, 2013, BOARD OF EDUCATION MEETING:

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-22** 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 transfers, per attachment.
- B-2.** Approval of the Board Secretary and Treasurer's reports for the month of February, 2013, per attachment.
- B-3.** Approval of current bills list (check register) from February 27, 2013, through March 18, 2013, per attachment.
- B-4.** Approval of minutes, March 4, 2013 Board of Education meeting and executive session, per attachment.
- B-5.** *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: James Davis
 What: NJASBO Spring Conference
 Where: Atlantic City, NJ
 When: Wednesday, June 5 – Friday, June 7, 2013
 Costs: Registration: \$150
 Hotel: (conference hotel) \$100 per night for 2 nights
 Mileage: as per GSA Guidelines

Who: Dean Rayside
 What: Practical Strategies to Implement Common Core Mathematics Standards
 Where: Parsippany, NJ
 When: Friday, May 17, 2013
 Costs: Registration: \$219
 Mileage: as per GSA Guidelines

Who: Sheila Yallowitz
 What: NJSBA Bergen County Meeting "Superintendent's Salary Caps"
 Where: Ridgewood, NJ
 When: Thursday, March 14, 2013
 Costs: No cost
 Mileage: as per GSA Guidelines

Who: Sheila Yallowitz
What: NJSBA Parent Forum: Safe & Secure Schools
Where: Paramus High School, NJ
When: Wednesday, March 27, 2013
Costs: No cost
Mileage: as per GSA Guidelines

Who: Barbara Garand, Sheila Yallowitz
What: NJSBA 2013 School Public Relations Forum
Where: Robert Wood Johnson Hamilton Center, Mercerville, NJ
When: Friday, April 26, 2013
Costs: Registration: \$50 each
Mileage: as per GSA Guidelines

Who: John Keenan, Joe Occhino
What: Winter Leadership Institute
Where: Bergen Community College, NJ
When: Wednesday, March 20, 2013
Costs: Registration: \$10 each
Mileage: as per GSA Guidelines

Who: Mary Jean Badalamenti
What: Applitrack User's Group Meeting
Where: Harrison School, West Caldwell, NJ
When: Thursday, April 11, 2013
Costs: No cost
Mileage: as per GSA Guidelines

Who: Michael Koth, Cathy Berberian
What: Legal One Essentials of HIB Investigations Workshop
Where: Montvale, NJ
When: Wednesday, May 15, 2013
Costs: Registration: \$125 each, \$250 total
Mileage: as per GSA Guidelines

Who: Carol Volpe, Traci Vogel
What: AP Summer Institute
Where: Middlesex County College, Edison, NJ
When: Monday, August 5 – Thursday, August 8, 2013
Costs: Registration: \$900 each, total \$1,800
Mileage: as per GSA Guidelines

Who: Thomas Paster, Eugene Ryman
What: Boston Sings: A Cappella Workshop
Where: Northeastern University, Boston, MA
When: Friday, April 5 – Sunday, April 7, 2013
Costs: Registration: \$89 each, \$174 total
Hotel: n/a
Mileage: as per GSA Guidelines

- B-6.** Approval of proposal for professional services from LAN Associates, Inc. to update the school district's Long Range Facility Plan at a cost of \$3,200, per attachment.
- B-7.** BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education does hereby approve an agreement with the **Region 1/Mahwah Board of Education**, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the **2013 / 2014** school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.
BE IT FURTHER RESOLVED, that the Northern Highlands Regional High School Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this resolution.
- B-8.** Approval of proposal for architect/engineering services from LAN Associates, Inc. to rework the dual-serving kiosk and deli bar in the kitchen/cafeteria at a cost of \$12,200, per attachment.
- B-9.** Approval of agreement with Thomas B. Fallon for professional risk management consulting services for the period July 1, 2013 through June 30, 2016, per attachment.
- B-10.** Approval to accept the donation of matte board pieces for our art department from Mr. Kevin Shroust with an approximate value of \$4,000, per attachment.
- B-11.** Approval to accept the donation of \$387.30 to cover the cost of one student's flight to the DECA National Conference in Anaheim, CA from Mr. & Mrs. Wu, per attachment.
- B-12.** BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education does hereby approve an agreement with the **South Bergen Jointure Commission**, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in accordance with Chapter 53, P.L. 1997 for the time period **2013 / 2014** school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs.
BE IT FURTHER RESOLVED, that the Northern Highlands Regional High School Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution.
- B-13.** The Northern Highlands Board of Education approves the submission of a Roof Replacement Project (**State Project #03-3700-050-13-2000**) by ARMM Associates to the State of New Jersey, Department of Education. The District will not be seeking an SDA Grant for this project as part of the submission. This project was not included in the 2005 Long Range Facilities Plan list of projects to be completed, and therefore, the Board of Education authorizes submission of an LRFP amendment request to include this project.
- B-14.** BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education, County of Bergen, adopt the budget for the 2013-2014 school year as follows:

| | |
|----------------------|--------------------|
| General Fund | \$25,811,153 |
| Special Revenue Fund | \$166,700 |
| Debt Service Fund | <u>\$1,145,848</u> |
| Totals | \$27,123,701 |

BE IT FURTHER RESOLVED, that the General Fund tax levy \$19,749,543 is approved to support the General Fund and \$1,116,124 to support Debt Service, for the 2013-2014 school year budget.

- B-15.** WHEREAS, New Jersey's boards of education represent the community's interests in the governance and budget oversight of school districts that collectively serve the health and educational needs of nearly 1.4 million children; and

WHEREAS, school boards continually strive to provide cost-effective ways to deliver services, which will free up additional funds to be used in the classroom or for property-tax relief; and

WHEREAS, many New Jersey school boards have found subcontracting of services such as transportation, cafeteria and maintenance is an option that has saved millions of tax dollars every year; and

WHEREAS, 40 percent of school districts responded to a 2009 survey conducted by the New Jersey School Boards Association, which found the responding districts saved more than \$34 million annually through subcontracting services; and

WHEREAS, Senate Bill 1191 and Assembly Bill 3627 of the 2012-2013 Legislative Session is a bill that would place severe obstacles in the way of a school board's ability to subcontract services and save tax dollars; and

WHEREAS, the sole purpose of Senate Bill 1191 and Assembly Bill 3627 is to undermine a board's ability to subcontract services, thereby increasing school employees and increasing the burden placed on the school district; and

WHEREAS, Senate Bill 1191 and Assembly Bill 3627 would remove a school board's option to subcontract services, thereby diverting funds from the classroom and burdening property taxpayers.

NOW, THEREFORE, BE IT RESOLVED that the Northern Highlands Regional High School Board of Education, in its continued effort to provide cost-effective school operations to the community, opposes Senate Bill 1191 and Assembly Bill 3627; and be it further

RESOLVED, that the Northern Highlands Regional High School Board of Education calls on the New Jersey Legislature to reject any such measures that will have the effect of depleting limited resources from our classroom; and be it further

RESOLVED, that a copy of this resolution shall be forwarded to members of the Districts 39 and 40 legislative district delegations, legislative leadership and to the Governor of the State of New Jersey, and to the New Jersey School Boards Association.

- B-16.** Approval of proposal from ARMM Associates, Inc. for professional services regarding roof replacement for the original High School building, per attachment.

- B-17.** Approval of contract for summer tuition for student ID 4463 at Camp Lee Mar for the period June 22 through August 9, 2013, as described in the student's IEP, in the amount of \$9,500, per attachment.

B-18. Approval of contract for summer tuition for student ID 5061 at Camp Lee Mar for the period June 22 through August 9, 2013, as described in the student's IEP, in the amount of \$9,800, per attachment.

B-19. WHEREAS, The Northern Highlands Regional High School District requested quotes for Site Improvements, and

WHEREAS, three quotes were received, and

NOW THEREFORE BE IT RESOLVED that the Northern Highlands Regional High School Board of Education awards work for site improvements to Crossroads Pavement Maintenance, LLC of Nutley, NJ for a total construction cost of \$ 27,370 which was the lowest quote, and furthermore said construction shall be funded as follows:

N.J.A.C. 6A:23A-14.2(d) provides that a district board of education, as appropriate, may by resolution withdraw funds from the maintenance reserve account and appropriate such funds into the required maintenance account lines any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan, and

WHEREAS, the Northern Highlands Regional High School Board of Education has identified as drainage and pavement reconstruction (Site Plan 1) and crosswalk pavement reconstruction/ADA ramps and drainage (Site Plan 2) requiring additional required maintenance activities and it finds such activities essential to the efficient and effective management of district facilities and financial resources; now, therefore, be it

RESOLVED, that the Northern Highlands Regional High School Board of Education hereby authorizes the withdrawal of \$ 36,970 (inclusive of \$ 9,600 professional fee) from its maintenance reserve fund for the aforementioned site improvements.

B-20. Approval of the renewal of the food service management agreement with Pomptonian Inc. for the 2013/14 school year, including the following terms and conditions:

- Pomptonian Inc. shall receive, in addition to the costs of operation, a fee of \$20,437 (an increase of 1.5% or \$302) to compensate the food service management company for administrative and management costs.
- This fee shall be billed in 10 monthly installments of \$2,043.70 per month as a cost of operation.
- Northern Highlands Regional High School guarantees the payment of such costs and fee to Pomptonian Inc.
- Pomptonian Inc. guarantees the Northern Highlands Regional High School a minimum profit of \$25,000 for school year 2013/2014.

B-21. WHEREAS, the primary responsibilities of the local Board of Education are to develop and evaluate policies that promote student learning and effective, efficient district operations; allocate resources to support these policies; and employ a Chief School Administrator (CSA) who will implement them; and
WHEREAS, the Chief School Administrator, as the leader and manager of all instructional and non-instructional aspects of the district's operations, is critical to the effective implementation of Board goals and policies; and

WHEREAS, the Board's ability to recruit and retain a competent Chief School Administrator is explicitly linked to its ability to provide fair and competitive compensation; and

WHEREAS, the Delegate Assembly is the official policy-making body of the New Jersey School Boards Association (NJSBA); and

WHEREAS, education related policies resulting from prior Delegate Assembly and Board of Directors' actions are codified in the NJSBA's Manual of Positions and Policies on Education;

NOW THEREFORE BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education proposes the following new policy language for adoption by the Delegate Assembly and inclusion in NJSBA's Manual of Positions and Policies on Education:

"The New Jersey School Boards Association believes that each local Board of Education should have the right to establish compensation for its Chief School Administrator with the flexibility to adjust the CSA's compensation commensurate with his/her experience knowing the current employment market conditions and other factors that may influence the ability to recruit, hire and retain a competent and highly qualified CSA. Local boards must determine the Chief School Administrators' compensation, knowledgeable of the budget revenues and expenses and the need to operate their school districts efficiently and effectively."

AND BE IT FURTHER RESOLVED, in support of this belief that NJSBA conduct a study to evaluate the impact of caps on Chief School Administrators' salaries on the recruitment, hiring and retention of CSAs; inform the NJSBA membership of the results of the study, and recommend appropriate action in response to the findings of the study, such as a waiver for districts that may need relief.

- B-22.** WHEREAS, the Northern Highlands Regional High School District has determined to move forward with the EMEX Reverse Auction in order procure electricity for Northern Highlands Regional High School and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of energy generation service for public use through the use of an online auction service; and

WHEREAS, the Northern Highlands Regional High School District will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; now be it

RESOLVED, that the Northern Highlands Regional High School District authorizes the purchase of energy generation services for public use on an online auction website.

Roll Call:

9. **ACTION ITEMS FOR the Education Agenda for March 25, 2013 BOARD OF EDUCATION MEETING:**

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-12**, 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.** Approve the extension of family leave for RAFFAELINA TARABOCCHIA, Teacher of Mathematics, from May 1, 2013 to June 30, 2013.
- E-3.** Approve the extension of the appointment of MARCIE SCHLANGER as Leave Replacement Teacher of Mathematics from May 1, 2013 to June 30, 2013.
- E-4.** Approve LORETTA HANDS as Substitute School Nurse for the 2012-2013 school year.
- E-5.** Approve a change in degree status for DANIELLE FERRANTE from BA to MA, effective February 1, 2013 which may be adjusted upon approval of a new Master Agreement between the Board of Education and the NHEA.
- E-6.** Approve the following new Textbook: *Geometry (Common Core)* by Laurie E. Bass and Art Johnson; Pearson Education, publishers, 2012. For CP Geometry.
- E-7.** Approve two new out of district Tuition Students for the 2013-2014 school year, per attachment.
- E-8.** Approve the 2012-2013 Progress Target Action Plan, per attached.
- E-9.** Approve LAURA VARGO as Guidance Intern for the 2013-2014 school year.
- E-10.** Approve a change in status for ALEX BRAUNSTEIN, from Para-Professional to Volunteer Boy's Lacrosse Coach.
- E-11.** Approve the extension of family leave for HALLIE HAMMEL, Teacher of Mathematics, from March 28, 2013 to April 26, 2013.
- E-12.** Approve the extension of the appointment of CHRISTIAN ALDEA, DANIELLE FERRANTE, JOHN QUINN, LINDSEY PARENT, and MARCIE SCHLANGER as Leave Replacement Teachers of Mathematics from March 28, 2013 to April 26, 2013.
- E-13.** Approve MICHAEL DIBELLA as Volunteer Spring Track Coach for the 2012-2013 school year.

Roll Call:

10. **PRINCIPAL'S REPORT**

11. SUPERINTENDENT’S REPORT

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 to discuss the following matters:

- **Personnel**
- **Send/Receive Contracts**

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: _____