

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

Regular Meeting

June 27, 2011

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

The Board Secretary will read the following:

This is the Workshop 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 Ridgewood News, The Record, the Boroughs of Allendale and Upper Saddle River and published on May 13, 2011 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. Anne Goddard	_____	_____
Mrs. Barbara Garand	_____	_____
Mrs. Lisa Jill Webb	_____	_____
Dr. Robert Hands	_____	_____
Mrs. Ann Pagano	_____	_____
Mrs. Lori Loughnane	_____	_____
Mr. James Mulanaphy	_____	_____
Mr. Robert C. Wei	_____	_____
Mrs. Colleen Federer	_____	_____
Mrs. Gail Trumbetti	_____	_____
Mr. Henry Senger (Saddle River Liaison)	_____	_____
Ms. Caroline Broder (Student Representative)	_____	_____
Ms. Emma Collins (Student Representative)	_____	_____
Mr. John J. Keenan, Superintendent	_____	_____
Mr. Roderic McLaughlin, Business Administrator/Board Secretary	_____	_____

4. **STUDENT REPRESENTATIVE REPORT**
5. **COMMITTEE REPORTS**
6. **LIAISON REPORT**
7. **OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS**
8. **ACTION ITEMS FOR Business Agenda for June 27, 2011, BOARD OF EDUCATION MEETING:**

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) in accordance with NJSBA 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 attached document.
- B-2.** Approval of the Board Secretary's and Treasurer's reports for the month of May, 2011, per attached document.
- B-3.** Approval of bills list (check register), from June 7, 2011 through June 20, 2011, per attached document.
- B-4.** Approval of minutes, May 23, 2011, Board of Education meeting.
- B-5.** Approval of the following staff travel (*all accommodations fall within GSA Guidelines and fees associated with travel not listed here will be reimbursed in accordance with policy and law*).

What: NJSBA Conference (Conference approved by the NJ Dept. of Education)
Where: Atlantic City Convention Center, Atlantic City, NJ
When: October 24 - 26, 2011
Costs: Registration: \$800 (group registration will come from a NJSBA credit)
Mileage/Tolls/parking: Individual requests as per GSA guidelines
Hotel: NJSBA has retained a block of rooms at a number of hotels, per guidelines and waivers by the NJ Dept. of Education
Who:

- a. John Keenan
- b. Lori Loughnane
- c. Barbara Garand
- d. Anne Goddard
- e. Robert Hands, Jr.
- f. James Mulanaphy
- g. Ann Pagano
- h. Jill Webb
- i. Robert Wei

- B-6.** Approval for the Regular School year tuition (2011-12) for student (ID#5873) for the period of September 1, 2011 - June 30, 2012 at Barnstable Academy in the amount of \$41,900. (Attch.#B-6)
- B-7.** Approval for the Regular School year tuition (2011-12) for student (ID#5057) for the period of September 1, 2011 - June 30, 2012 at Barnstable Academy in the amount of \$41,900. (Attch.#B-7)
- B-8.** Approval for the Regular School year tuition (2011-12) for student (ID#5055) for the period of September 1, 2011 - June 30, 2012 at Barnstable Academy in the amount of \$41,900.00. (Attch.#B-8).
- B-9.** Approval for Transition Project Summer Retreat at Camp Mason in Hardwick, NJ, Saturday, August 27 to Sunday, August 28th, 2011, at no cost to that Board of Education.
- B-10.** RESOLUTION supplementing a maintenance reserve fund pursuant to N.J.S.A 18A:7F-41(6)(b)
WHEREAS, the Northern Highlands Regional High School Board of Education believes the supplementation of its maintenance reserve is consistent with 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 supplementation of its maintenance reserve fund in an amount not to exceed \$900,000 pursuant to the authority under N.J.S.A 18A:7F-41(6)(b).
- B-11.** Approval of the food service management agreement (Attch. #B-11a) with Pomptonian Inc. for the 2011-2012 school year and the associated meal price list (Attch.#B-11b). The service management fee is \$19,550 for the 2011-2012 school year (1.95% increase from the current year) with a guarantee that the program shall generate a minimum profit pursuant to the referenced contract addendum. (This will be year three of the contract.)
- B-12.** Approval for the Extended School year tuition (Summer 2011) for student (ID#5389), for the period of July 6, 2011 to July 29, 2011, at the Washington Ridgewood Program (BCSS) in the amount of \$4,300. (Attch. #B-12)
- B-13.** Approval for the Extended School year tuition (Summer 2011) for students (ID#5055), (ID#3541), (ID#4043) and (ID#4123) for the period of July 6, 2011 - July 29, 2011 at the Springboard Program (BCSS) in the Amount of \$4,300 per pupil totaling \$17,200. (Attch.#B-13).
- B-14.** Approval for the tuition (Summer 2011) for student (ID#5389), for the period of July 5, 2011 - August 5, 2011 at Above And Beyond Learning Group in the amount of \$2,662.50. (Attch.#B-14)
- B-15.** Approval of the Summer Instructional Agreement for student (ID#4606) at the Huntington Learning Center starting July 1st for 8 weeks totaling \$3,843. (Attch#B-15)

- B-16.** Approval for the tuition (Summer 2011) for student (ID#4991), at Camp Northwood in Remsen, New York, for the period of July 3, 2011 - August 20, 2011, in the amount of \$5,121. (Attch.#B-16)
- B-17.** Approval for two contracts for student (ID#5389), who will receive services for Occupational Therapy and Speech & Language Therapy from Richard Rehabilitation Services, Inc. for the month of July, in the amount of \$1,600. (Attch#B-17)
- B-18.** Approval for the contract for two students, (ID#4324) and (ID#4284), who will attend ECLC of New Jersey (Summer, 2011 Program) from July 5 through August 1, 2011. The amount for this program is \$5,033.82. (Attch.#B-18).
- B-19.** Approval for the contract for student (ID#5878), who will be receiving a home-based teaching program (self-care skills as well as community programs) for the 2011-12 school year. The cost is \$1,760. (Attch.#B-19).
- B-20.** Approval for two contracts for student (ID#5389), who will receive services for Occupational Therapy and Speech & Language Therapy from Richard Rehabilitation Services, Inc. for the school year, September 2011 to June 2012. These services total \$10,000. (Attch.#B-20)
- B-21.** Approval for the regular school year tuition (2011-12) for student (ID#4264) for the period of July 1, 2011 to June 30, 2012 at The Family Foundation School, in the amount of \$75,600. (Attch.#B-21)
- B-22.** Approval of the regular school year tuition for student (ID#5056) for the period of July 5, 2011 to June 30, 2012 at Banyan Upper School in the amount of \$45,680.40. (Attch.#B-22).
- B-23.** RESOLUTION approving the disposal of scheduled property pursuant to N.J.S.A 18A:18A-45

WHEREAS, the Northern Highlands Regional High School Board of Education desires to dispose of the property scheduled in attachment # B-23 (Televisions and VCR's).

WHEREAS, any board of education may, by resolution and by sealed bid or public auction, authorize the sale of its personal property not needed for school purposes.

WHEREAS, N.J.S.A 18A:45 permits the disposal of such property by sale to other public school districts or private sale if the estimated fair value of the property to be sold does not exceed 15 percent of the bid threshold in any one sale and it is neither livestock nor perishable goods.

WHEREAS, the items scheduled for disposal were purchased in 2002-2003 and the estimated fair value is less than \$5,400 which is 15 percent of the bid threshold. Now, therefore, be it

RESOLVED, that the Northern Highlands Regional High School Board of Education deems the property scheduled in attachment # B-23 not needed for school purposes and does hereby authorize the School Business Administrator to dispose of the scheduled property by sale to other public school districts or by private sale of such property pursuant to N.J.S.A. 18A:18A-45.

- B-24.** RESOLUTION approving the transfer of additional transportation contracts to the Mahwah Board of Education.

WHEREAS, on April 4, 2011 the Northern Highlands Board approved a resolution transferring its contractual responsibilities and authorities for all outstanding (per attached schedule B-24a) and any future transportation contracts to be issued through June 30, 2011 as agent/ LEA for Region I to the Mahwah Board of Education effective July 1, 2011;and
WHEREAS, Northern Highlands Board, in its capacity as LEA for Region I, has approved and issued additional transportation contracts since April 4, 2011.
NOW, THEREFORE, BE IT RESOLVED, that the Northern Highlands Board hereby approves transferring these additional contracts (per attached schedule B-24b) to the Mahwah Board of Education effective July 1, 2011.

- B-25.** Approval of the Consultation and Coordination services for student (ID#4284) for the period of 9/6/2011 to 6/30/2012 at home provided by Quest Autism Programs, Inc., by Carrie Hennessy, QAP Clinical Director, in the amount of \$200 per hour, 6-8 hour monthly session for a total of \$16,000. (Attch. #B-25).
- B-26.** Approval for the regular school year tuition (2011-12) for students (ID#5058) (Attch.#B-26a), (ID#4279) (Attch.#B-26b) and (ID#5134) (Attch.#B-26c) for the period of July 5, 2011 to June 30, 2012 at The Institute for Educational Achievement, in the amount of \$271,334.70. (Attch. #B-26).
- B-27.** RESOLUTION approving the disposal of scheduled property pursuant to N.J.S.A 18A:18A-45

WHEREAS, the Northern Highlands Regional High School Board of Education desires to dispose of a 1997 54 passenger Blue Bird Bus with VIN # 1BAAHBSA5VF7012.
WHEREAS, any board of education may, by resolution and by sealed bid or public auction, authorize the sale of its personal property not needed for school purposes.
WHEREAS, N.J.S.A 18A:45 permits the disposal of such property by sale to other public school districts or private sale if the estimated fair value of the property to be sold does not exceed 15 percent of the bid threshold in any one sale and it is neither livestock nor perishable goods.
WHEREAS, the vehicle scheduled for disposal was purchased in 1997 and must be decommissioned under state regulation and the estimated fair value is less than \$5,400 which is 15 percent of the bid threshold. Now, therefore, be it
RESOLVED, that the Northern Highlands Regional High School Board of Education deems the 1997 54 passenger Blue Bird Bus with VIN # 1BAAHBSA5VF7012 not needed for school purposes and does hereby authorize the School Business Administrator to dispose of the scheduled property by sale to other public school districts or by private sale of such property pursuant to N.J.S.A. 18A:18A-45.

- B-28.** Approval for the extended school year tuition (Summer 2011) for student (ID#5879) for the period of July 6, 2011 to July 29, 2011 at The SHIP Program (BCSS), in the amount of \$4,300. (Attch. #B-28).
- B-29.** Approval to hire a High School Office and Business Office Assistant Summer Intern, Daina Ommundsen, Monday - Friday from 8:00 a.m. to 2:00 p.m. for up to eight weeks, at a rate of \$8.50 per hour.

B-30. Approval of a 2011-2012 Student Accident Insurance Policy with Bollinger, Inc. for the period 8/1/11- 7/31/12 with an annual premium of \$31,799. The carrier of record will be Monumental Life Insurance Company. (Attch. B-30)

B-31. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS PURSUANT TO N.J.S.A. 18A:18A-10a

WHEREAS, the Northern Highlands Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Northern Highlands Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Northern Highlands Board of Education intends to enter into contracts with the **SHI International Corporation for Windows Software under State Contract A77560** through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Northern Highlands Board of Education authorizes the Purchasing Agent to purchase certain goods or services from the aforementioned New Jersey State Contract for the **2010-2011 and 2011-2012 school year** pursuant to all conditions of the individual State contract; and be it further

RESOLVED, that the Northern Highlands Board of Education Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services.

B-32. Approval of ABA home services for student (ID#5386) for the period of 7/1/2011 to 6/30/2012, provided by Melissa O'Carroll, in the amount of \$50 per hour, 4 hours per week session for a total of \$10,400.00. (Attch. #B-32).

B-33. Approval of annual membership in the NJSIAA (New Jersey State Interscholastic Athletic Association) and the Big North Athletic Conference for the 2010 – 2011 school year.

Roll Call Vote:

9. ACTION ITEMS FOR THE Business Agenda for the July 18, 2011 BOARD OF EDUCATION MEETING.

RESOLVED: That the Board of Education approves/accepts the following business item(s) 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.

- a. Approval of transfers.
- b. Approval of the Board Secretary’s and Treasurer’s reports for the month of June, 2011.
- c. Approval of current bills list (check register).
- d. Approval of minutes, _____, 2011, Board of Education meeting.

10. ACTION ITEMS FOR THE Region I Agenda for June 27, 2011, BOARD OF EDUCATION MEETING, upon recommendation of the Superintendent:

_____ moved, and _____ seconded:

R-1. Approval to award the following transportation routes for the 2011-2012 school year, as per the bid opening of June 7, 2011:

Route	Contractor	Per Diem	Inc/Dec	Aide
3RHS	D&J	\$99.00	\$4.00	\$60.00
E646	Morgan Educ	\$131.00	\$1.87	\$38.00
E647	Morgan Educ	\$149.00	\$1.87	\$38.00
E648	Scholastic	\$159.00	\$2.00	\$42.00
E649	First Choice	\$144.00	\$90.00	\$29.00
E650	Town & Country	\$86.90	\$10.00	\$10.00
E651	Jaris	\$101.00	\$1.00	\$30.00
E652	Jaris	\$115.00	\$1.00	\$40.00
E653	Morgan Educ	\$79.00	\$1.87	\$28.80
E654	Jaris	\$116.00	\$1.00	\$32.00
E655	Lenoirs	\$130.00	\$3.00	\$40.00
E656	VIP	\$73.00	\$30.00	\$12.00
	JPC			
E657	Transportation	\$88.70	\$1.50	\$40.00
E658	Jaris	\$100.00	\$1.00	\$30.00
	JPC			
E659	Transportation	\$101.37	\$1.50	\$40.00
E660	Jaris	\$103.00	\$1.00	\$40.00
E661	Jaris	\$129.00	\$1.00	\$40.00
E662	Jaris	\$131.00	\$1.00	\$32.00
E663	Morgan Educ	\$131.00	\$1.87	\$37.00
E664	Atteel	\$168.00	\$40.00	\$10.00

Roll Call Vote:

11. ACTION ITEMS FOR Education Agenda for June 27, 2011 BOARD OF EDUCATION MEETING, upon recommendation of the Superintendent:

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items (**E-1 to E-8**)

E-1. Approve the following new and revised Board of Education policies:

- 0142.1 Nepotism Policy
- 1230 Superintendent's Duties (Revised)
- 1522 School-Level Planning (Revised)
- 2132 School District Goals and Objectives (Revised)
- 2461 Special Education/Receiving Schools (Revised)
- 2461 R Special Education/Receiving Schools (Revised)
- 2461.01 R Special Education/Receiving Schools – IEP Implementation (Revised)
- 2461.02 R Special Education/Receiving Schools – Suspension (Revised)
- 2461.03 R Special Education/Receiving Schools – Pupil Records (Revised)
- 2461.04 R Special Education/Receiving Schools – Special Education and Related Services (New)
- 2461.05 R Special Education/Receiving Schools – IEP Compliance (Revised)
- 2461.06 R Special Education/Receiving Schools – Highly Qualified and Appropriately Certified Staff (New)
- 2461.07 R Special Education/Receiving Schools Termination of Placement (New)

- 2461.08 R Special Education/Receiving Schools – In-Service Training (Revised)
- 2461.09 R Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs (New)
- 2461.10 R Special Education/Receiving Schools – Full Educational Opportunity (New)
- 2461.11 R Special Education/Receiving Schools – Staff Consultation (New)
- 2461.12 R Special Education/Receiving Schools – Length of School Day and Academic Year (New)
- 6150 Tuition Income (Revised)
- 6220 Budget Preparation (Revised)
- 6620 Petty Cash (Revised)
- 6820 Financial Reports

E-2. Approve the second reading of the following policies:

Harassment, Intimidation, and Bullying Related Policies and Regulations:

- 0144 Board member Orientation and Training (Revised)
- 5350 Pupil Suicide Prevention (Revised)
- 5512 Harassment, Intimidation and Bullying (Revised)
- 5512 R Harassment, Intimidation and Bullying (New)
- 5600 Pupil Discipline/Code of Conduct (Revised)
- 5600 R Pupil Discipline/Code of Conduct (Revised)
- 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)
- 8461 R Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)

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- E-3.** Abolish Board of Education Policy 2414 - Programs and Services for Pupils in High Poverty and in High Need School Districts (Revised).
 - E-4.** Revise the Family Leave request for DARCY HOBBERMAN from 9/1/11-12/4/11 to 9/1/11-11/7/11.
 - E-5.** Approve the following new textbook: *A Moveable Feast* by Ernest Hemingway, Scribner Classics (1964) for A.P. English, Grade 12.
 - E-6.** Approve an unpaid Family Leave for ROSEMARIE MALLOY, Teacher of Mathematics, effective August 30 to November 1, 2011.
 - E-7.** Approve the appointment of BRAD SIEGEL as Regional Supervisor of Curriculum and Instruction for the 2011-2012 school year at a total annual salary of \$125,000, effective August 1, 2011 or sooner.
 - E-8.** This item is intentionally left blank.
 - E-9.** Accept, with regret, the resignation of MATTHEW SPARACIO, Special Education Aide, effective June 30, 2011.
 - E-10.** Correct the appointment (on June 13, 2011) of BARBARA HUWE to read Replacement Teacher of World Languages.
 - E-11.** Approve the appointment of ADAM BRUNNER as a full-time Teacher of Applied Technologies for the 2011-2012 school year at a total annual salary of \$50,000 (BA, Step 1), effective September 1, 2011, per attachment.
 - E-12.** Accept, with regret, the resignation of LAUREN ENGLISH, Part time Art Teacher, effective, June 30, 2011.
 - E-13.** Approve the appointment of JENNIFER CLAYDON, Leave Replacement Guidance Counselor, at a total annual salary of \$65,589 (MA, Step 7), effective September 1, 2011 thru November 9, 2011, per attachment.
 - E-14.** Approve the position of Part-Time Accounts Payable Clerk/Bookkeeper as per attached job description.
 - E-15.** Approval of the appointment and reappointment of Co-Curricular Staff for the 2011-2012 school year, per attachment.
 - E-16.** Approval of the appointment and reappointment of the Athletic Staff for the 2011-2012 school year, per attachment.
 - E-17.** Approval of 2011-2012 Athletic Schedules and Athletic Facility usage, per attachment.
 - E-18.** Approval of Northern Highlands' sponsorship and 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.
 - E-19.** Approval of the 2011-2012 master school calendar including major recurring activities and field trips, per attachment.
 - E-20.** Approval of the 2010-2011 School Nursing Plan, per attachment.

E-21. Approve the appointment of MICHAEL KOTH as Assistant Principal for the 2011-2012 school year at a total annual salary of \$98,000 effective July 15, or sooner.

E-22. Approve membership in the New Jersey State Interscholastic Athletic Association (NJSIAA) and Big North Conference for the 2011-12 school year.

Roll Call Vote:

12. PRINCIPAL’S REPORT

13. DISCUSSION ITEMS/SUPERINTENDENT’S REPORT

14. BOARD PRESIDENT’S REPORT

15. OLD BUSINESS

16. NEW BUSINESS

17. OPEN TO THE PUBLIC

18. EXECUTIVE SESSION

_____ moved, and _____ seconded that the Board move into executive session to discuss legal matters.

TIME:

All in Favor: _____

All Opposed: _____

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

TIME:

All in Favor: _____

All Opposed: _____

19. ADJOURNMENT

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

TIME:

All in Favor: _____

All Opposed: _____