

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

**Workshop/Reorganization Meeting**

**January 3, 2024**

**REORGANIZATION AGENDA**

1. **CALL TO ORDER:** The Superintendent will call the meeting to order.
  
2. **FLAG SALUTE and PUBLIC MEETINGS STATEMENT:**  
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 on January 6, 2023, by having the date, time and place sent to the North Jersey Media Group, the Boroughs of Allendale and Upper Saddle River 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 five-minute time period.
  
3. **PLEDGE OF ALLEGIANCE**
  
4. **ADMINISTRATION OF THE OATH OF OFFICE**  
Pursuant to NJ Statute, newly elected and re-elected Board Members, Natalie Capano, Rachel Milston and Andrew Prince will be sworn in by Ms. Mather.
  
5. **ROLL CALL**

<b>NAME</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mrs. Natalie Capano		
Mrs. Christine Ferrarie		
Mrs. Lisa Halperin		
Mrs. Maggie Liljegren		
Mrs. Rachel Milston		
Mr. James Mulvey		
Dr. Andrew Prince		
Dr. Sheila Yallowitz		
Mrs. Suzanne Warzala		
Mrs. Emily Kaufman (Saddle River Liaison)		
Drishti Chauhan (Student Representative)		
Maddison Petrow (Student Representative)		
Dr. Scot Beckerman, Superintendent		
Ms. Sue Anne Mather, Business Admin/Board Secretary		

**6. ANNOUNCEMENT OF ELECTION RESULTS**

Ms. Mather will read the results of the Annual School Election held November 7, 2023. Votes for Members of the Board of Education (3 seats total, each for 3 year terms):

<u>Upper Saddle River (1 seat)</u>		<u>Allendale (2 seats)</u>	
Rachel Milston	987	Natalie Capano	1,036
		Andrew Prince	1,037

**7. ACCEPTANCE OF ELECTION RESULTS**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded, to accept the results of the November 7, 2023, election, as previously read and as listed above.

Roll Call:

**8. ELECTION OF THE PRESIDENT**

Ms. Mather will ask for nominations for the Office of President of the Board of Education.

Nominated for President: \_\_\_\_\_

By \_\_\_\_\_, and seconded by \_\_\_\_\_.

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded to close nominations for President.

Roll Call:

At this time the President will assume the chair.

**9. ELECTION OF THE VICE-PRESIDENT**

The Board President will ask for nominations for the Office of Vice-President of the Board of Education.

Nominated for Vice-President: \_\_\_\_\_

By \_\_\_\_\_, and seconded by \_\_\_\_\_.

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded to close nominations for Vice-President.

Roll Call:

**10. APPOINTMENTS AND APPROVALS**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded, to approve the following required appointments and approvals pursuant to NJSA 18A et seq.

- a. Approval of the 2024 Board of Education Meeting Dates, Times and Location, per attachment.

Roll Call:

**11. BOARD COMMITTEES**

The following are standing committees of the Board of Education. Appointment to each Committee is at the discretion of the Board President who also serves as an ex-officio member to all Board Committees.

The Board President will ask that each Board member review the committees listed below, develop a schedule of preferences and submit them by January 10<sup>th</sup>.

COMMITTEES	LIAISONS
Communications	Delegate Assembly
Curriculum	Home & School Association
Finance & Facilities	Music & Performing Arts Association
Negotiations	New Jersey School Boards Association
Personnel	Project Graduation
Policy	Scholarship Foundation
Student Activities	Sports Association

**12. ADJOURNMENT OF THE REORGANIZATION MEETING**

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

Roll Call:

1. **CALL TO ORDER:** The Workshop meeting will be called to order by the Board President.

2. **SPECIAL PRESENTATION**

3. **STUDENT REPRESENTATIVE REPORTS**

4. **COMMITTEE & LIAISON REPORTS**

5. **SUPERINTENDENT'S REPORT**

6. **OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS**

7. **ACTION ITEMS FOR Business Agenda for January 3, 2024, BOARD OF EDUCATION MEETING:**

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

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-9** 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 December 11, 2023, through January 3, 2024, per attachment.

**B-2.** Approval of Minutes, December 11, 2023, Board of Education meeting, per attachment.

**B-3.** Approval of the Board Secretary, Treasurer and Transfer reports as of November 30, 2023.

- 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).

<b>Name</b>	<b>Workshop/Conference</b>	<b>Date(s)</b>	<b>Detail</b>	<b>Cost</b>
Kristen Schumacher	“ELA Supervisor Meeting,” sponsored by Drew University, Madison, NJ	1/10/24	Mileage Tolls	\$25.57 \$3.42
Erkan Gumustekin	“Human Resource Legal,” sponsored by NJASBO, Whippany, NJ	1/16/24	Registration	\$125
Kimberly Hayes	“National Summer Program Fair,” sponsored by Farleigh Dickenson University, Teaneck, NJ	1/16/24	Mileage	\$13.36
Sue Anne Mather	“Human Resource Legal,” sponsored by NJASBO, Whippany, NJ	1/16/24	Registration Mileage	\$125 \$16.36
Victoria Ade	“AP Capstone Mandatory Scoring Training,” sponsored by Arthur L. Johnson High School, Clark, NJ	1/17/24- 1/18/24	Mileage Tolls Sub Cost	\$69.94 \$8.40 \$300
Kimberly Hayes	“General Membership Meeting and Workshop,” sponsored by NJCECA, Paramus, NJ	1/18/24	Mileage	\$8.37
Thomas Walsh	“General Membership Meeting and Workshop,” sponsored by NJCECA, Paramus, NJ	1/18/24	Mileage	\$8.37
Brandon Rajkovich	“High School Counselor Luncheon,” sponsored by Fairleigh Dickenson University, Teaneck, NJ	2/2/24	No Cost to District	No Cost to District
David Cord	“2024 Atlantic City Football Coaches Clinic,” sponsored by Glazier Clinics, Atlantic City, NJ	2/22/24- 2/24/24	Mileage Tolls Sub Cost	\$125.02 \$18.54 \$150
Kristen Schumacher	“2024 Northeast Conference on the Teaching of Foreign Languages,” sponsored by NCTFL, New York, NY	2/23/24	Registration Public Trans.	\$190 \$12
Mike Koth	“DAANJ Convention,” sponsored by Directors of Athletics Association of New Jersey, Atlantic City, NJ	3/12/24- 3/13/24	Registration Hotel Mileage Tolls M&IE	\$450 \$218 \$116.84 \$17.44 \$88.50
Kimberly Hayes	“Workshop Meeting,” sponsored by NJCECA, East Hanover, NJ	3/21/24	Mileage	\$28.58

**B-5.** Approve the following facilities use requests for the 2023-2024 school year as indicated below:

<b>Organization Name</b>	<b>Activity and Location(s)</b>	<b>Date(s)</b>	<b>Time(s)</b>
The Princeton Review	Prep Course, Classroom	4/8/24 – 5/29/24	4 PM – 7 PM
Ho-Ho-Kus USA	8 <sup>th</sup> grade v. teachers volleyball game, Main Gym	3/5/24	3:30 PM – 7:30 PM

**B-6. Resolution for the Award of Bid – Media Center and Classroom Upgrades**

WHEREAS, the Board of Education publicly advertised and solicited bids from interested contractors for the Media Center and Classroom Upgrades at the High School; and

WHEREAS, the bids for the project were received, publicly opened and read aloud in the District Administrative Office on December 20, 2023; and

WHEREAS, Premier Building & Construction Management has been deemed to be the lowest responsive and responsible bidder for the project;

NOW, THEREFORE, be it resolved that the bid be awarded to Premier Building & Construction Management, 68 Hiawatha Court, Midland Park, NJ, in the overall bid amount of \$1,311,000.00, inclusive of Alternates #1 through 7, and #11, and the bid allowances set forth in the bid documents, subject to the terms and conditions of a contractual agreement pending review by Board counsel, and which the Board President and/or Business Administrator is authorized to execute on behalf of the Board.

**B-7. Resolution Authorizing Disposal of Surplus Property**

WHEREAS, the Northern Highlands Regional High School Board of Education (“Board”) is the owner of certain surplus books and textbooks which are no longer needed for public use in the educational program; and WHEREAS, the Board is desirous of disposing of said surplus property by one or more of the following:

- Posting on the NJDOE textbook sharing site
- Selling or donating books in an “as is” condition without express or implied warranties.
- Disposal of books which are outdated or beyond their useful life

NOW THEREFORE, be it RESOLVED by the Northern Highlands Board of Education in Allendale NJ, County of Bergen, that the “Board” sells, donates or discards as applicable the textbooks listed on the attachment.

**B-8. Resolution Authorizing Disposal of Surplus Property**

WHEREAS, the Northern Highlands Regional High School Board of Education (“Board”) is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board are desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Northern Highlands Board of Education in Allendale NJ, County of Bergen, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals in accordance with the terms and conditions of Sourcewell Award 041316-GDI.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) The surplus property to be sold is as follows:
  - Weight Room Equipment
  - Three (3) Shipping Containers
- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Board reserves the right to accept or reject any bid submitted.

**B-9.** Approval of Change Order #2, in the amount of \$ 34,315.18, for the Field Upgrades project awarded to Applied Landscape Technologies, per attachment.

Roll Call:

**8. ACTION ITEMS FOR the Education Agenda for January 3, 2024 BOARD OF EDUCATION MEETING:**

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

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-16** 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 Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2022-2023 school year, per attachment.
- E-4.** Approve the following Job Description, effective for the 2024-2025 school year, per attachment.
  1. Work Based Learning Coordinator (Career and Academic Pathways- Summer Internship Program)
- E-5.** Accept, with regret, the resignation of JASON GRABELSKY, School Assistance Coordinator (SAC), effective end of day March 1, 2024, per attachment.

- E-6.** Approve one sixth assignment, for Teacher of Mathematics (Leave Replacement), with the following faculty members: CAITLIN SHURMINSKY at a rate of \$66.84 per day, ALI HOWE at a rate of \$66.84 per day, ADAM RUSCH at a rate of \$66.84 per day, JOSHUA KIM at a rate of \$66.84 per day and CARLY ORDEN at a rate of \$66.84 per day. Effective January 8, 2024 to January 26, 2024.
- E-7.** Approve the appointment of EILEEN O’CONNOR, from Secretary/Attendance office (7/1/23 - 1/1/24) to Administrative Assistant to Assistant Principal of Student Affairs, effective January 2, 2024 to June 30, 2024 from a salary of \$46,876 (Secretaries guide, Step 3) to a revised salary of \$52,476 prorated. (Administrative Assistant guide, Step 3), per attachment.
- E-8.** Approve the Project Acceleration High School Program Agreement between Northern Highlands Regional High School and Seton Hall University, from December 15, 2023 to December 14, 2024, per attachment.
- E-9.** Approve the 2023 Revised Uniform State Memorandum of Agreement (MOA) between NHRHS, the Allendale Police Department and the Upper Saddle River Police Department, for the 2023-2024 school year, per attachment.
- E-10.** Approve the list of staff presenters for Professional Development on January 15, 2024, compensated at the amount listed, per attachment.
- E-11.** Approve the following field trips for the 2023-2024 school year.
- a.) Jazz Ensemble: Jazz Festival and Competition
    - Bridgewater Raritan High School, Bridgewater NJ: 2/2/24 (Jazz Festival)
    - Wayne Valley High School, Wayne NJ: 3/6/24 (Competition)
  - b.) America Sign Language Classes: Implement skills learned
    - Deaf’s Delight Café, Newark NJ: 2/13/24
  - c.) Wind Ensemble: Concert Band Festival
    - West Essex High School, North Caldwell: 3/19/24
- E-12.** Approve the following list of advisors/chaperones/school nurse, as listed below.

NAME	EVENT	DATE(S)	AMOUNT TO BE PAID
TAYLOR REHE	Jazz Ensemble	2/2/24, 3/6/24	No substitute cost Not to exceed \$200 for bus cost
SHANNON RODENBERG	ASL Classes	2/13/24	Substitute cost
PATRICIA JAHNKE	ASL Classes	2/13/24	Substitute cost
TAYLOR REHE	Wind Ensemble	3/19/24	Substitute cost
THEODORA SOTIROPOULOS	Wind Ensemble	3/19/24	Substitute cost

- E-13.** Approve the following Athletic/Co-Curricular assignment for the 2023-2024 school year.
- THOMAS BAILEY as Head Girls Golf Coach (Group 5, \$6,678)
- E-14.** Approve SHAWN SAVAGE as event worker, as necessary, at the NHEA rate, for all Athletic competitions for the 2023-2024 school year, pending completion of required documentation.

**E-15.** Approve TODD EWELL and GHADA SHENOUDA as substitute teachers for the 2023-2024 school year, per attachments.

**E-16.** Approve the receipt of two (2) out of district Tuition Students for the 2023-2024 school year, per attachments.

Roll Call:

**9. BOARD PRESIDENT’S REPORT**

**10. OLD BUSINESS**

**11. NEW BUSINESS**

**12. OPEN TO THE PUBLIC**

**13. 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:

**• 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: \_\_\_\_\_

**14. ADJOURNMENT**

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

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