

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

**Reorganization / Workshop Meeting**

**January 3, 2013**

**REORGANIZATION AGENDA**

1. **CALL TO ORDER:** The Board Secretary 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 Record, the Boroughs of Allendale and Upper Saddle River and published on May 24, 2012 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. **PLEDGE OF ALLEGIANCE**
  
4. **ADMINISTRATION OF THE OATH OF OFFICE**  
 Pursuant to NJ Statute, newly elected Board Member Sheila Yallowitz, re-elected Board Members James Mulanaphy and Gail Trumbetti and the newly appointed Board Representative from Ho-Ho-Kus Ellen Marie Walsh will be sworn in by Mr. Davis.

5. **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		

**6. ANNOUNCEMENT OF ELECTION RESULTS**

Mr. Davis will read the results of the Annual School Election held November 6, 2012:  
Votes for Members of the Board of Education (each for 3 year terms):

Allendale

James Mulanaphy 1026  
Gail Trumbetti 1211

Upper Saddle River

Sheila Yallowitz 1406

**7. ACCEPTANCE OF ELECTION RESULTS**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded, to accept the results of the November 6, 2012 election, as previously read and as listed above.

Roll Call Vote:

**8. ELECTION OF THE PRESIDENT**

Mr. Davis 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 Vote:

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 Vote:

**10. APPOINTMENTS AND APPROVALS**

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

- a. Approval of James Davis, Business Administrator, as Custodian of Public Records.
- b. Approval of Brown & Brown as the Benefit Consultants for the District for the 2012-13 school year at no cost to the Board of Education.
- c. Approval of RK Environmental as the Environmental consultant for the 2012-13 school year.

- d. Approval of AM Consultants to provide Fixed Asset Appraisal update services for the 2012-13 school year.
- e. Approval of the Superintendent, or designee, to approve such line item budget transfers as are necessary between Board of Education meetings; and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.
- f. 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 attached Referenced State Contract Vendors 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 those approved New Jersey State Contract Vendors on the attached list for the 2012-2013 school year pursuant to all conditions of the individual State contracts; 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.

- g. Approval of the 2013 Board of Education Meeting Dates, Times and Location, per attachment.

Roll Call Vote:

**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 ex-officio to all Board Committees. The Board President will ask that each Board member review the committees listed below and develop a schedule of preferences and submit them by Wednesday of next week.

<b>COMMITTEES</b>	<b>LIASONS</b>
Finance & Facilities	Sports Association
Personnel	Music & Performing Arts Association
Policy	Scholarship Foundation
Curriculum	Bergen County School Boards
Student Activities	Home & School Association
Negotiations	New Jersey School Boards
	Legislation

**12. ADJOURNMENT OF THE REORGANIZATION MEETING**

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

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

2. **STUDENT REPRESENTATIVE REPORTS**

3. **COMMITTEE REPORTS**

4. **LIAISON REPORTS**

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

6. **ACTION ITEMS FOR Business Agenda for January 3, 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-8** 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 the Board Secretary and Treasurer's report for the month of November, 2012.

**B-2.** Approval of current bills list (check register) from December 4, 2012 through December 17, 2012, per attachment.

**B-3.** Approval of minutes, December 10, 2012, Board of Education meeting and executive session, 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: John Keenan  
 What: Training & Exposition Conference  
 Where: Bally's Hotel, Atlantic City  
 When: Thursday, January 31 – Friday, February 1, 2013  
 Costs: Registration: \$375.00  
 Hotel: \$99.00 per night  
 Mileage: as per GSA Guidelines

Who: John Keenan  
 What: NJ Technology & Engineering Conference  
 Where: Montclair State University  
 When: Friday, May 10, 2013  
 Costs: Registration: \$135.00  
 Mileage: as per GSA Guidelines

Who: Gary Trotter  
What: NJ Technology & Engineering Conference  
Where: Montclair State University  
When: Friday, May 10, 2013  
Costs: Registration/Membership: \$170.00  
Mileage: as per GSA Guidelines

Who: Al Mugno  
What: Fellowship Program workshop on Technological Presentation  
Where: Steven's Institute of Technology, Hoboken, NJ  
When: Saturday, January 12, 2013  
Costs: Registration: no cost  
Mileage: as per GSA Guidelines

- B-5.** Approval to accept the donation of photographic equipment from Mr. Dale Lippart with an approximate value of \$140.00, per attachment.
- B-6.** Approval of Contract with Verizon Wireless obtained utilizing the RFP process and based on State Solicitation # 12-X-22315 and Contract # 82583, per attachment.
- B-7.** WHEREAS, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance GROUP as permitted by N.J. Title 18A-.18B and;

WHEREAS, said GROUP was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance GROUP contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a GROUP, and;

WHEREAS, the Board of Education of Northern Highlands Regional High School has determined that membership in the **NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP** is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Northern Highlands Regional High School does hereby agree to renew membership in the **NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP** and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2013 to June 30, 2016.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the GROUP as are required by the Group's Bylaws and to deliver the same to the Executive Director.

- B-8.** Approval of CHRISTOPHER RIGHTMIRE as custodian/technology assistant for the 2012-13 school year at the rate of \$11.00 per hour.

Roll Call:

**7. ACTION ITEMS FOR the Education Agenda for January 3, 2013 BOARD OF EDUCATION MEETING:**

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

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-9**, 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 the appointment of a 6th assignment for the following Mathematics teachers: DANIELLE FERRANTE, JOHN QUINN, MARCIE SCHLANGER, CHRISTIAN ALDEA and LINDSEY PARENT, effective January 2, 2013 through March 28, 2013.
- E-3.** Approve the following new Textbook: *Bien Dit* by John De Mado, Severine Champeny, Marie Ponterio, and Robert Ponterio; Houghton Mifflin Harcourt, publishers, 2013. For French 2E and French 3H, Grades 9-10.
- E-4.** Approve the appointment of KATHLEEN LANDY as Substitute Teacher for the 2012-2013 school year.
- E-5.** Approve the appointment of BARBARA MCGUIRK as Substitute Teacher for the 2012-2013 school year.
- E-6.** Approve KIMBERLY ESKIN as Student Teacher of English effective, January 28, 2013 to May 31, 2013.
- E-7.** Approve DANIELLE MARSHALL as Substitute Teacher for the 2012-2013 school year.
- E-8.** Approve JENNIFER BUTRYN as Substitute Teacher for the 2012-2013 school year.
- E-9.** Approve FRANK TRUMBETTI as Substitute Teacher for the 2012-2013 school year.

Roll Call:

- 8. PRINCIPAL'S REPORT**
- 9. SUPERINTENDENT'S REPORT**
- 10. BOARD PRESIDENT'S REPORT**
- 11. OLD BUSINESS**
- 12. NEW BUSINESS**

**13. OPEN TO THE PUBLIC**

**14. 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**

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: \_\_\_\_\_

**15. ADJOURNMENT**

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

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