

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

Workshop Meeting Minutes

October 14, 2013

WORKSHOP MINUTES

1. CALL TO ORDER: The meeting was called to order at 8:00 p.m. by the Vice President, Mrs. Trumbetti.

2. PLEDGE OF ALLEGIANCE:

The Board Secretary 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 date, time, 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		X
Mrs. Anne Goddard	X	
Dr. Robert Hands	X	
Mr. James Mulanaphy	X	
Mrs. Ann Pagano	X	
Mrs. Gail Trumbetti	X	
Ms. Ellen Marie Walsh	X	
Mrs. Lisa Jill Webb		X
Mr. Robert C. Wei	X	
Mrs. Sheila Yallowitz	X	
Mr. Henry Senger (Saddle River Liaison)	X	
Sohil Khanna (Student Representative)	X	
Yash Rao (Student Representative)	X	
Mr. John J. Keenan, Superintendent	X	
Mr. James Davis, Business Administrator/Board Secretary	X	

4. SPECIAL PRESENTATION - Mrs. Trumbetti stated that prior to the board meeting tonight the Board had recognized the Building & Grounds staff in an informal gathering to celebrate their success and thank them for their contributions to Highlands.

Mr. Keenan reviewed all of the ongoing efforts and responsibilities of the custodial, grounds and maintenance staff during the school year, and also provided an in-depth review of everything that takes

place each summer in order to ensure that the building is both clean and safe for opening day each year. Mr. Keenan continued by stating that recognizing their efforts and hard work day-in and day-out was well deserved and thanked them all for taking pride in their work every day.

5. **STUDENT REPRESENTATIVE REPORTS** - The student representatives provided the board with updates about the following items:
- Student Assembly pertaining to bullying and respect
 - Senior Portraits and buddy pictures
 - Clubs meeting regularly
 - School Violence Week
 - PSAT testing
 - Open House
 - School Spirit Day
 - Homecoming
 - Marching Band (Yamaha Cup)
 - Fall sports including County Tournament schedule
6. **COMMITTEE & LIASON REPORTS** - The following reports were given by members of the board of education:
- Finance/Facilities & Technology Committees** – Mr. Wei reported on meeting with representatives from BCSSSD regarding shared services, the roll out of lap tops for faculty scheduled for February 1, 2014, wireless capabilities for students, the roof project, new landscaping front of building, police officer presence during school hours and facility for female coaches.
- Negotiations Committee** – Mr. Mulanaphy stated that school administrators have set their first meeting with the committee for January 2014.
- Curriculum Committee** – Mrs. Pagano gave a report on PARCC and performance assessments
- School Boards** – Mrs. Pagano updated the Board on the Bergen County meeting on legal matters and the Passaic County meeting on Special Education matters.
- Music and Performing Arts Association** – Mrs. Goddard noted that there is a meeting scheduled for tonight and reported on the Marching Band competition {Yamaha Cup}, new song arrangements, fund raisers and the purchase of new microphones.
7. **OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS**
- Mr. Brennan Heffernan, Vice President of the NHEA, read a statement regarding the board recognition of the Building & Grounds staff which was held prior to the meeting. Mr. Heffernan stated that the leadership and members of the NHEA fully support tonight's Board recognition of our custodial and maintenance staff. He noted that they take pride in performing their work maintaining the facility and maintain the grounds and help provide students with the proper environment for learning during the school year.
8. **ACTION ITEMS FOR Business Agenda for October 14, 2013, BOARD OF EDUCATION MEETING:**
- Ms. Walsh moved, and Mr. Wei seconded:
- RESOLVED: That the Board of Education approves/accepts the following Business item(s) **B-1** through **B-10** 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 September 17, 2013 through October 7, 2013, per attachment.
- B-2.** Approval of minutes, September 9 and September 23, 2013 Board of Education meetings and executive sessions, per attachments.
- B-3.** *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: Google Chromebooks Symposium
Where: Raritan Valley Academy, NJ
When: Friday, November 1, 2013
Costs: Registration – no cost
Mileage: as per NJ OMB Guidelines

Who: Kelly Peterfriend
What: Master Scheduling Workshop
Where: Pearson Education, Upper Saddle River, NJ
When: Tuesday, January 14 and Wednesday January 15, 2014
Costs: Registration - \$500.00
Mileage: as per NJ OMB Guidelines

Who: Michael Menzella
What: National Lacrosse Convention
Where: Philadelphia Convention Center, Philadelphia, PA
When: Friday, January 10 – Sunday, January 12, 2014
Costs: Registration - \$95.00
Hotel – paid for by Sports Association
Mileage: as per NJ OMB Guidelines

Who: Laura Rokoszak
What: STANJ Conference on Marketing Productions
Where: Montclair State University, Montclair, NJ
When: Tuesday, October 22, 2013
Costs: Registration - \$38.00
Mileage: as per NJ OMB Guidelines

Who: Jeffrey Dodd
What: Syracuse University Seminar for SUPA Forensics
Where: Long Island Conference Center, Uniondale, NY
When: Wednesday, October 23, 2013
Costs: Registration – no cost
Mileage: as per NJ OMB Guidelines

Who: Michael Koth
What: Seminar: Sandy Hook & Boston Marathon Lessons Learned
Where: Rutgers University, New Brunswick, NJ

When: Tuesday, November 5, 2013
Costs: Registration - \$175
Mileage: as per NJ OMB Guidelines

- B-4.** Approval of donation of jewelry supplies to Montclair State University, per attachment.
- B-5.** Approval of regular school year tuition (2013-2014) for student (ID 6614), for the period of September 9, 2013 – June 19, 2014 at Pascack Valley Regional High School District (LLD Program) as described in their IEP, in the amount of \$23,321.00, per attachment.
- B-6.** Approval of regular school year tuition (2013-2014) for students (IDs 6266 and 6264), for the period of September 9, 2013 – June 19, 2014 at Pascack Valley Regional High School District (RISE Program) as described in their IEPs, in the amount of \$23,414.00 each, per attachment.
- B-7.** Approval of regular school year tuition (2013-2014) for students (IDs 6727, 5876 and 5387), for the period of September 9, 2013 – June 19, 2014 at Pascack Valley Regional High School District (Park Academy Program) as described in their IEPs, in the amount of \$23,414.00 each, per attachment.
- B-8.** Approval of outside psychological evaluation for student (ID 5990) at West Bergen Mental Healthcare in the amount of \$600, per attachment.
- B-9.** RESOLUTION FOR SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN:
Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and
Whereas, the required maintenance activities as listed in the attached document for the various school facilities of Northern Highlands Regional High School are consistent with these requirements, and
Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,
Now Therefore Be It Resolved, that the Northern Highlands Regional High School hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Northern Highlands Regional High School in compliance with Department of Education requirements.
- B-10.** **Whereas**, the Northern Highlands Regional High School District is the owner of a Table Saw “Powermatic” model # 66-TA, school ID 10108 which is no longer needed for public use; and
Whereas, the Northern Highlands Regional High School District Board of Education is desirous of disposing of said surplus property in an “as is” condition without express or implied warranties.
Now Therefore Be It Resolved by the Northern Highlands Regional High School District Board of Education of Northern Highlands Regional High School District in Allendale, New Jersey to dispose of said table saw to Roger Griffith.

9. **ACTION ITEMS FOR the Education Agenda for October 14, 2013 BOARD OF EDUCATION MEETING:**

Mrs. Pagano moved and Mrs. Goddard seconded:

RESOLVED: That the Board of Education approve/accept the following Education item(s), **E-1** through **E-6**, 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 Semi-Annual District Violence and Vandalism Report, per attachment.
- E-3.** Approve the New Jersey Quality Single Accountability Continuum (QSAC) Statement of Assurance for the 2013 – 2014 school year, per attachment.
- E-4.** Approve BRYAN ERSTLING and LOIS FARESE as Substitute Teachers for the 2013 – 2014 school year, per attachment.
- E-5.** Approve the following Co-Curricular/Athletic appointments for the 2013-2014 school year:
- Approve JEFFREY D'ELIA as the Model Congress advisor (Group 5).
 - Approve MARCUS THOMPSON as the *Belles* advisor (Group 5).
 - Approve CHRISTINE NICHOLS as the Vocal Ensemble Advisor (Group 5).
 - Approve ALAN ANNAZONE as an Assistant Wrestling Coach (Group 2a).
 - Approve TONY LAROCCA as Ping Pong Club Advisor (NH Sports Association pays stipend).
- E-6.** Approve the following overnight field trips:
- DECA:
 - State Conference in Cherry Hill, NJ October 10 – 12, 2013 **TABLED as dates incorrect**
 - International Career Development in Atlanta, Georgia May 2 – 7, 2014
 - Model Congress:
 - University of Pennsylvania Model Congress Conference March 27 – 30, 2014
 - Highlands Voices:
 - A Capella finals in New York City April 25 – 26 , 2014 (Only if the team advances to the finals)
 - Marching Band:
 - Music Performance in Orlando, Florida at Universal Studios March 13 – 16, 2014

Roll Call: 8 – 0 (Item E-6 (a) re the DECA State conference was tabled as noted above)

10. **PRINCIPAL'S REPORT** - Mr. Occhino spoke about the following items:

- Genesis will be available to parents on October 18th {Grade book}
- Progress Assessments
- Good Life Student Assembly
- Open House for 8th Grade parents/students on October 26th
- School Violence & Awareness week scheduled for the week of October 21
- Spirit Day is scheduled for October 18th

Mr. Occhino also responded to questions raised by board members pertaining to the Technology Committee as well as issues regarding the status of specific technology matters.

11. **SUPERINTENDENT'S REPORT** - Mr. Keenan added that the Open House is open to all the parents and students from the four communities attending Highlands and the residents of those communities also.
12. **BOARD PRESIDENT'S REPORT** - NONE
13. **OLD BUSINESS** - NONE
14. **NEW BUSINESS** - NONE
15. **OPEN TO THE PUBLIC** - The Editor of The Fling asked a question regarding agenda item B-4 and Mr. Keenan responded to her inquiry.
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**

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.

Mrs. Pagano moved, and Mr. Mulanaphy seconded that the Board move into executive session.

TIME: 8:50 p.m. All in Favor: 8 Opposed: 0

Mrs. Pagano moved, and Mrs. Goddard seconded that the Board moves into public session.

TIME: 9:45 p.m. All in Favor: 8 Opposed: 0

17. **ADJOURNMENT**

Mrs. Yallowitz moved, and Mr. Mulanaphy seconded that the meeting be adjourned.

TIME: 9:46 p.m. All in Favor: 8 Opposed: 0