

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

Workshop Meeting

March 16, 2020

AGENDA

1. **CALL TO ORDER:** The Board President will call the meeting to order.

2. **FLAG SALUTE and 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 North Jersey Media Group (Ridgewood News, The Record), the Boroughs of Allendale and Upper Saddle River, published on January 10, 2020 in The Record and 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. Christine Ferrarie		
Mrs. Barbara Garand		
Mrs. Anne Goddard		
Mrs. Lisa Halperin		
Ms. Amy Langevin		
Mr. James Mulanaphy		
Mrs. Gail Trumbetti		
Mrs. Lisa Jill Webb		
Mr. Robert C. Wei		
Dr. Sheila Yallowitz		
Mrs. Emily Kaufman (Saddle River Liaison)		
Katie Corren (Student Representative)		
Megan Cromie (Student Representative)		
Dr. Scot Beckerman, Superintendent		
Ms. Sue Anne Mather, Business Admin./Board Secretary		

4. **EXECUTIVE SESSION**

IT IS HEREBY RESOLVED that the Northern Highlands Regional High School Board of Education shall go into executive session for the purposes of discussing:

- **Negotiations (Administrators)**

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.

5. SPECIAL PRESENTATION:

Robin Knutelsky- 2018-2019 School Performance Reports and NJSLA Science Results

6. STUDENT REPRESENTATIVE REPORTS: NONE

7. COMMITTEE & LIAISON REPORTS: NONE

8. PRINCIPAL'S REPORT: NONE

9. SUPERINTENDENT'S REPORT: NONE.

10. OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS

11. ACTION ITEMS FOR Business Agenda for March 16, 2020, BOARD OF EDUCATION MEETING:

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-15** 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 February 21 through March 12, 2020, per attachment.

B-2. Approval of minutes, February 24, 2020 Board of Education meeting, per attachment.

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: Robin Knutelsky, Robert Petrosino, Michael Koth
 What: Bergen County Diversity Summit
 Where: Conference Center, Bergen Community College, Lyndhurst, NJ
 When: Wednesday, April 1, 2020
 Costs: Registration – no charge
 Mileage: as per NJ OMB Guidelines

Who: Susan Spencer
 What: SUPA Spring Semester Mandatory Training
 Where: Lubin house, New York, NY
 When: Monday, April 27, 2020
 Costs: Registration – no charge
 Mileage: as per NJ OMB Guidelines

- B-4.** Approval of parent reimbursement for Physical Therapy services provided by Kessler Rehabilitation Center for a student (ID 22850), as described in their IEP, 1 session/week for approximately 18 weeks at the rate of \$100/session, totaling approximately \$ 1,800, per attachment.
- B-5.** Approval of agreement with Bergen Pediatric Therapy Center for a student (ID 20034) to receive Aquatic Therapy services as described in their IEP, 1x/week for 9 weeks and then 2x/week for a further 9 weeks at the rate of \$175/session, totaling \$ 4,750, per attachment.
- B-6.** Approval of agreement with Learn Well Education/Center for Discovery to provide educational services to a student (ID 21017) who is in one of their programs for approximately 4-6 weeks, 10 hours instruction /week at the rate of \$55/hour, totaling up to \$3,300, per attachment.

B-7. Approve the Use of Banked Cap for the 2020-2021 Budget Year:

WHEREAS, in accordance with N.J.A.C. 6A:23A-10.3(b)1, a district can request use of banked cap only after it has fully exhausted all eligible statutory spending authority in the budget year; and

WHEREAS, banked cap from the earliest budget year must be used before the amount from a more recent year; and

NOW THEREFORE BE IT RESOLVED that the Northern Highlands Regional High School Board of Education has fully exhausted all eligible statutory spending authority for the 2020-2021 budget year and has determined the need for banked cap for the 2020-2021 budget year as follows:

Need	Amount
Additional staffing – SAC	\$ 100,000

This need must be completed by the end of the 2020-2021 budget year and cannot be deferred or incrementally completed over a longer period of time.

- B-8.** BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education hereby approves a preliminary budget for the 2020-2021 school year as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ 32,791,375	\$ 22,942,968
Special Revenue Fund	\$ 312,853	0
Debt Service Fund	\$ 1,551,500	\$ 1,433,137
Totals	\$ 34,655,728	\$ 24,376,105

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects is \$ 1,446,350 for other capital costs related to Site Improvements including tennis court improvements, Room 223 renovations, the final phase of door lock project and bathroom renovations. The total cost of these projects is \$ 1,446,350 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey student learning standards.

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized to advertise said budget, in accordance with state regulation and prior to the annual public hearing on the budget which will be held on April 27, 2020.

- B-9.** In accordance with N.J.A.C. 6A:23A-7.3, the Northern Highlands Regional High School Board of Education establishes the pre-budget maximum travel expenditure (which includes all staff development costs such as attendance at conferences/seminars/workshops}, inclusive of all registration costs, hotel accommodations, reimbursable meals, mileage or other travel related costs permissible by and in accordance with state statute and Board policy, for the 2020-2021 fiscal year applicable to all staff, including administrators, supervisors, faculty as well as other school district staff that are required to travel, and members of the Board of Education, and furthermore that the school district shall not exceed the amount listed below:

- \$ 50,000

Furthermore, in accordance with N.J.S.A. 18A:19-1, the Northern Highlands Regional High School Board of Education authorizes an annual maximum amount per employee for regular business travel only (as defined in N.J.A.C. 6A:23A-1.2) for which board approval is not required to be established at \$ 1,500.00. Moreover, the Board authorizes attendance at in-state professional development activities for which the registration fee does not exceed \$ 150.00 per employee or board member, and all mileage reimbursement requests do not require board approval if the only expenditure related to the staff development activity or attendance at a workshop/seminar or conference is for the reimbursement of mileage.

And it is further moved, as required the Board of Education acknowledges that for the 2019-20 fiscal year the maximum travel expenditure established was \$ 73,625 of which \$ 14,938 has been expended as of February 27, 2020.

B-10. Construction Project Bid Award

WHEREAS, on March 11, 2020 the Northern Highlands Regional High School Board of Education conducted a public bid opening for the award of a Tennis Court Replacement Project, DOE Project # 3700-050-20-1000, which yielded the following three bids for consideration:

Contractor	Base Bid– Rehab 5 existing courts	Alt #1 Construction 5 new courts	Alt #2 Reconstruction 5 existing courts	AA #1 Construction 1 new court	AA #2 Install 2 custom logos
Picerno Giordano Construction, LLC	\$559,945	\$426,470	\$578,688	\$192,346	\$5,500
Classic Turf Co., LLC	\$962,288.80	\$996,538.40	\$999,248.80	\$344,731.60	\$10,000
Dakota Excavating Contractor, LLC	\$627,000	\$669,000	\$802,000	\$216,000	\$40,000

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education, pending review and approval from LAN Associates and the Board Attorney, awards the contract for the Tennis Court Replacement Project to Picerno Giordano Construction, LLC in the total contract lump sum of **\$ 624,316** (for Alt #1, AA #1 and AA #2).

BE IT FURTHER RESOLVED, that the Northern Highlands Regional High School Board of Education grants the authority to Sue Anne Mather, Business Administrator, to sign a contract with Picerno Giordano Construction, LLC.

- B-11.** Approval of acceptance of a \$ 2,800 Take Vape Away grant from the Hackensack Meridian Health Foundation Fund, per attachment.
- B-12.** Approval of form of physician agreement that will be used for the new School Physician, starting September 1, 2020, per attachment.
- B-13.** Approval of Agreement with Rutgers, the State University, School of Health Professions for a Collaborative Arrangement to Offer Dual-Credit effective July 1, 2020, per attachment.
- B-14.** Approval of renewal with Frontline Education to provide absence and substitute management systems, time & attendance systems and applicant tracking systems for the 2020-2021 school year in the amount of \$ 13,961.14, per attachment.
- B-15. Approve the following Resolutions:**
 - The Business Administrator be authorized to process invoices for payment for the current fiscal year with Board Confirmation at the next regular meeting
 - The Business Administrator be authorized to make account transfers that may be needed with Board confirmation at the next meeting

Roll Call:

12. ACTION ITEMS FOR the Education Agenda for March 16, 2020 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-17**, 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.** Approve the High School Voter Registration Law Statement of Assurance for the 2019-2020 school year, per attachment.

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- E-4.** Approve the following job descriptions, effective for the 2020-2021 school year.
1. School Physician
 2. Department Coordinator (10 month)
- E-5.** Approve the following new textbook, per attachment.
- AP Edition: Biology in Focus (Third Edition), Author: Campbell, Urry, Cain, Wasserman and Minorsky, Publisher: Pearson, Copyright Date: 2020, Course: AP Biology, Grade Level(s): 11-12
- E-6.** Approve the appointment of JEFFREY KRAPELS, K-12 Regional Curriculum Coordinator, for the 2020-2021 school year, effective July 1, 2020 to June 30, 2021, at a total salary of \$120,000, to be divided equally among the QUAD districts, per attachment.
- E-7.** Approve the appointment of ANNAIS CUMMISKEY, Teacher of Mathematics, for the 2020-2021 school year, effective September 1, 2020 to June 30, 2021, at a total salary of \$64,675 (MA, Step 2), per attachment.
- E-8.** Approve the appointment of MELANIE AGNIC, School Social Worker (.6), for the 2020-2021 school year, effective September 1, 2020 to June 30, 2021, at a total salary of \$64,175 (MA, Step 1) prorated to \$38,505 (.6), per attachment.
- E-9.** Approve a sixth assignment, for Teacher of Art (Leave of Replacement), with the following faculty members: MEREDITH SKLAR at a rate of \$64.17 per day and KRISTA CARPINO at a rate of \$52.62 per day, effective April 13, 2020 or sooner to June 24, 2020.
- E-10.** Approve a sixth assignment, for Teacher of Special Education, with the following faculty members: CHRISTOPHER BROKING at a rate of \$12,000 and SAMANTHA JUDGE at a rate of \$10,118, for the 2020-2021 school year, effective September 2, 2020 through June 22, 2021.
- E-11.** Approve the rescission of the following Athletic/Co-Curricular assignments for the 2019-2020 school year.
1. JOSEPH ILLENYE as Assistant Spring Track Coach (1/2 Group 2a \$7,204 or \$3,602 each)
 2. DAN MONCHECK as Assistant Spring Track Coach (1/2 Group 2a \$7,204 or \$3,602 each)
- E-12.** Approve the following Athletic/Co-Curricular assignments for the 2019-2020 school year.
1. DAN MONCHECK as Assistant Spring Track Coach (3/4 Group 2a \$7,204 or \$5,403)
 2. JONATHAN SCHMITT as Assistant Spring Track Coach (1/4 Group 2a \$7,204 or \$1,801)
 3. CHRIS MAILLET as Volunteer Boys Golf Coach
 4. SCOT BECKERMAN as Volunteer Coding Club Advisor
- E-13.** Approve the following Athletic/Co-Curricular assignments for the 2020-2021 school year.
1. HALLIE HAMMEL as Student Data Base Coordinator (Group 1 \$6,335)
 2. SARA MAGRETTO as NJSLA Assistant (Group 4 \$2,861)
- E-14.** Approve the following field trips/overnight field trips for the 2019-2020 school year.
- a.) Happy Homes: Sleeping Out America Program (Overnight trip)
 - NHRHS Campus: April 24 -25, 2020
 - b.) AP Environmental Science Class: Wastewater Application and Study
 - Northwest Bergen County Utilities Authority: March 31, 2020

- c.) Science Department: Science Exam
- NHRHS Cafeteria: March 31, 2020

E-15. Approve the following list of advisors/chaperones/school nurse, as listed below.

NAME	EVENT	DATE(S)	AMOUNT TO BE PAID
JOSEPH OCCHINO	Happy Homes	4/24 -25/20	No cost to district
KELLY PETERFRIEND	Happy Homes	4/24 -25/20	No cost to district
RYAN FANELLI	AP Environmental Science Class	3/31/20	Substitute Cost
KATIE HNCHEM	AP Environmental Science Class	3/31/20	Substitute Cost
TIFFANY COHEN	Science Dept.	3/31/20	No cost to district

E-16. Approve SUZANA BACVANOVIC, CAITLIN DIGENNARO and DAVID KORNHAUSER as Substitute Teacher(s) for the 2019-2020 school year, per attachment.

E-17. Approve the receipt of one (1) out of district Tuition Student for the 2020-2021 school year, per attachment.

Roll Call:

13. BOARD PRESIDENT'S REPORT: NONE

14. OLD BUSINESS

15. NEW BUSINESS

16. OPEN TO THE PUBLIC

17. ADJOURNMENT

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

TIME: All in Favor: _____ Opposed: _____