

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

Workshop Meeting

March 6, 2017

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 6, 2017 in the Ridgewood News, on January 5, 2017 in The Record 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		
Mr. James Mulanaphy		
Mrs. Ann Pagano		
Mrs. Gail Trumbetti		
Ms. Ellen Marie Walsh		
Mrs. Lisa Jill Webb		
Mr. Robert C. Wei		
Dr. Sheila Yallowitz		
Mrs. Jennifer Connolly (Saddle River Liaison)		
William Downs (Student Representative)		
Lauren Wright (Student Representative)		
Dr. Scot Beckerman, Superintendent		
Mr. James Davis, Business Administrator/Board Secretary		

4. SPECIAL PRESENTATION

5. STUDENT REPRESENTATIVE REPORTS

6. COMMITTEE & LIAISON REPORTS
7. PRINCIPAL'S REPORT
8. SUPERINTENDENT'S REPORT
9. OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS
10. ACTION ITEMS FOR Business Agenda for March 6, 2017, 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 24, 2017 through, March 2, 2017, per attachment.
- B-2.** Approval of minutes, January 23, February 6 and February 27, 2017 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: Ileana Sing
 What: MA Institute of Technology STEM & Computer Science Lab visit
 Where: Cambridge, MA
 When: Monday, March 6 – Tuesday, March 7, 2017
 Costs: Registration: no cost
 Hotel: Fairfield Inn, Cambridge, \$204 max/night for 2 nights, est. total \$323
 Mileage: as per NJ OMB Guidelines

Who: Denise Talotta
 What: Tour / Information Session
 Where: Rider & Princeton Universities, NJ
 When: Thursday, April 27, 2017
 Costs: Registration: no cost
 Mileage: as per NJ OMB Guidelines

Who: Denise Talotta
 What: Tour / Information Session
 Where: Bard & Vassar Colleges, NY
 When: Friday, May 5, 2017
 Costs: Registration: no cost
 Mileage: as per NJ OMB Guidelines

- B-4.** BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education hereby approves a **preliminary budget** for the **2017-2018** school year as follows:

	<u><i>Budget</i></u>	<u><i>Local Tax Levy</i></u>
General Fund	\$ 29,637,963	\$ 21,525,439
Special Revenue Fund	\$ 234,050	0
Debt Service Fund	\$ 1,539,904	\$ 1,399,948
Totals	\$ 31,411,917	\$ 22,925,387

Included in **budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects**, is **\$590,000** for other capital costs of **replacement of the synthetic turf field**. The total cost of this project is \$590,000 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.

- B-5.** 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 **2017-2018 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:

- **\$71,800**

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.

NOTE: For Board information only – The FY 2016-2017 annual budget amount was \$67,600 and the amount expended as of February 28, 2017 is \$21,889.

- B-6.** Approval of Regular School Year tuition (2016-17) for a student (ID 20469), for the period February 27 – June 22, 2017 at Ramsey High School, in the approximate amount of \$8,110.93, as described in their IEP, per attachment.
- B-7.** Approval of Educational Placement for a student (ID 20092) from Educational Services Commission of New Jersey, commencing January 5 2017, at a tutorial rate of \$67 per hour, 10 hours per week, per attachment.

- B-8.** Approval of the renewal of the food service management agreement with The Food Service Management Company (Pomptonian Inc.) for the 2017-18 school year, including the following terms and conditions:
- Pomptonian Inc. shall receive, in addition to the costs of operation, a fee of twenty-two thousand fifteen dollars (\$22,015.00) to compensate the food service management company for administrative and management costs.
 - This fee shall be billed in ten (10) monthly installments of \$2,201.50 per month as a cost of operation.
 - Northern Highlands Regional High School guarantees the payment of such costs and fee to Pomptonian Inc.
 - A per meal administrative/management fee shall apply to all vended meals receipts deposited in Northern Highlands' account. All vended meals receipts deposited into Northern Highlands' account shall be divided by (\$1.00) to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be (\$.10) per meal equivalent.
 - Pomptonian Inc. **guarantees** the Northern Highlands Regional High School a **minimum profit of \$25,000.00** for school year **2017-2018**.
- B-9.** BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education does hereby approve an agreement with the **Region 1/Mahwah Board of Education**, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the **2017 / 2018** school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.
- BE IT FURTHER RESOLVED, that the Northern Highlands Regional High School Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this resolution.
- B-10. Construction Project Change Order**
- WHEREAS, on January 23, 2017 the Northern Highlands Board of Education accepted a proposal from J & J Gym Floors for floor resurfacing in the back gymnasium in the total contract lump sum of \$24,150; and
- WHEREAS, changes are necessary in order for the project to be completed as desired;
- NOW, THEREFORE BE IT RESOLVED, that the Northern Highlands Board of Education approves the following change order to J & J Gym Floors. in the amount of \$2,500:
- | | | |
|----|--------------------------|---------|
| #1 | Addition of painted logo | \$2,500 |
|----|--------------------------|---------|
- B-11.** RESOLVED, that the Northern Highlands Regional High School Board of Education approves the submission of a Removal and **Replacement of the Synthetic Turf Multipurpose Field project** at the Northern Highlands High School (**State Project # 3700-050-17-3000**) by **Environetics** to the State of New Jersey, Department of Education. The Board will not be seeking funding for this project as it is currently not available. This project was included in the current Long Range Facilities Plan.
- B-12.** Approval of an outside Psychiatric Evaluation for a student (ID 6878) by Sameh Ragheb, MD in the amount of \$450.00 per attachment.

- B-13.** Approval of the appointment of ROBERT SARVIS as 10 Month Part-Time (20 hours/week) Bus Driver (Athletics) at hourly rate of \$28.00 for the 2016-2017 school year, effective immediately pending completion of paperwork, per attachment.
- B-14.** Approval to accept proposal from Boswell Engineering for Engineering Design, Bidding and Construction Administration services in respect of Lighting Improvements for Athletic Field Area 1 (Stadium Field) in the amount of \$32,000, per attachment.
- B-15.** RESOLVED, that the Northern Highlands Regional High School Board of Education approves the submission of an application for Lighting Improvements for Field Area 1 by Boswell Engineering to the State of New Jersey, Department of Education at a cost not to exceed \$400,000. The Board will not be seeking funding for this project as it is currently not available. This project was not included in the current Long Range Facilities Plan, and therefore, the school district will seek to amend the long range facility plan to include this project.

Roll Call:

11. ACTION ITEMS FOR the Education Agenda for March 6, 2017 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-8**, 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 following Affirmative Action Team Members for the 2016-2017 school year.

KELLY PETERFRIEND, JOSEPH OCCHINO, BRAD SIEGEL, MICHAEL KOTH, ANNE RUTKOWSKI, MAUREEN MENAKIS, MICHAEL STONE, TIFFANY COHEN, ROSEMARIE MALLOY, BRUCE EMRA

E-3. Approve the following new textbooks, per attachment.

- DESCUBRE 3, Author: Jose A. Blanco, Publisher: Vista Higher Learning, Copyright Date: 2017, Course: Spanish 3 Honors, Grade Level(s): 10
- THE GLASS CASTLE, Author: Jeannette Walls, Publisher: Scribner, Copyright Date: 2005, Course: Honors American Literature, Grade Level(s): 10

E-4. Approve and adopt two (2) new Student Activity Clubs “Students Against All Violence” and “Girl Up” operated on a volunteer/non-financial support basis, effective for the 2016-2017 school year.

E-5. Approve the following Athletic/Co-Curricular assignments for the 2016-2017 school year.

1. KIM HAYES as Students Against All Violence Volunteer Advisor
2. KIM HAYES as Girl Up Volunteer Advisor

- E-6.** Approve the following field trips/overnight field trips for the 2016-2017 school year.
- a.) Fed Challenge: Competition
 - Federal Reserve Bank of NY, NYC: 3/13/17 and 4/20/17
 - b.) Honors Engineering: Capstone Project Calibrated Design
 - Crestwood Lake, Allendale NJ: 6/7/17
 - c.) Highlands Voices: A Capella Semi-Finals
 - Cherry Hill High School East, Cherry Hill NJ: 4/1/17
 - d.) Highlands Voices: Performance at Music Education National Convention
 - Atlantic City Convention Center, Atlantic City NJ: 4/6/17
 - e.) Highlands Voices: A Capella Competition (Overnight Trip)
 - Town Hall Theatre, NYC: 4/21-22/17
 - f.) Spanish Club: Game of Soccer in Latin American Culture
 - Red Bull Arena, Harrison NJ: 5/7/17

- E-7.** Approve the following list of advisors/chaperones/school nurse, as listed below.

NAME	EVENT	DATE	AMOUNT TO BE PAID
DONNA SCRIVANICH	Fed Challenge	3/13/17, 4/20/17	No cost to district
AL MUGNO	Honors Engineering	6/7/17	No cost to district
TOM PASTER	Highlands Voices	4/1/17	No cost to district
TOM PASTER	Highlands Voices	4/6/17	No cost to district
TEDDI SOTIROPOULOS	Highlands Voices	4/6/17	No cost to district
TOM PASTER	Highlands Voices	4/21-22/17	No cost to district
TEDDI SOTIROPOULOS	Highlands Voices	4/21-22/17	No cost to district
LAURA FLOREZ	Spanish Club	5/7/17	No cost to district

- E-8.** Approve ALEXANDRA AUSTIN and DAVID SHERWOOD as Substitute Teachers for the 2016-2017 school year, per attachment.

Roll Call:

12. **BOARD PRESIDENT'S REPORT**
13. **OLD / NEW BUSINESS**
14. **OPEN TO THE PUBLIC**
15. **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:

- **Legal Matters - Litigation Update**

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: _____

16. ADJOURNMENT

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

TIME: All in Favor: _____ Opposed: _____