

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

Workshop Meeting

March 7, 2016

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 and published on January 8, 2016 in the Ridgewood News and 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. 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 | | |
| Dr. Sheila Yallowitz | | |
| Mr. Henry Senger (Saddle River Liaison) | | |
| | | |
| Brian O'Connor (Student Representative) | | |
| Grace Travers (Student Representative) | | |
| | | |
| Dr. Scot Beckerman, Superintendent | | |
| Mr. James Davis, Business Administrator/Board Secretary | | |

4. **SPECIAL PRESENTATION:**
 - Kelly Peterfriend and Jason Grabelsky - Plans and Overview of SAC position

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 7, 2016, BOARD OF EDUCATION MEETING:**

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-14**, 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 transfers per attached document.
- B-2.** Approval of the Board Secretary and Treasurer's reports for the month of January, 2016.
- B-3.** Approval of current bills list (check register) from February 18, 2016 through March 1, 2016, per attachment.
- B-4.** Approval of minutes, January 18, February 8 and February 22, 2016 Board of Education meetings and executive sessions; January 20 and February 11, 2016 Strategic Planning meetings, per attachments.
- B-5.** *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: Kelly Peterfriend, Brad Siegel, Denise Talotta
 What: The 54th College Clinic (Frank Bruni, keynote speaker)
 Where: Manhattanville College, Purchase, NY
 When: Wednesday, April 27, 2016
 Costs: Registration: \$30 each, totaling \$90
 Mileage: as per NJ OMB Guidelines

Who: Michael Koth
 What: Swatting, Bomb & Hoax Threat Symposium
 Where: Bergen Community College @ The Meadowlands, Lyndhurst, NJ
 When: Tuesday, March 15, 2016
 Costs: Registration: no cost
 Mileage: as per NJ OMB Guidelines

Who: Jessica Verdicchio
 What: Autism NJ: Transition Conference
 Where: Renaissance Woodbridge Hotel, Iselin, NJ

When: Monday, April 18, 2016
 Costs: Registration: \$90
 Mileage: as per NJ OMB Guidelines

Who: Michael Stone
 What: Counselor Visitation Program: Miami University & University of Dayton
 Where: Dayton, Ohio
 When: Sunday, April 24 – Tuesday, April 26, 2016
 Costs: Registration / Hotel: no cost
 Airfare: \$335 plus \$50 baggage fees, total \$385
 Mileage: as per NJ OMB Guidelines

B-6. Approval of Addendum to the Facility Rental Agreement between Northern Highlands Regional High School and The Gifted Child Society, per attachment.

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 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 pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board.

(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) A list of the surplus property to be sold is as follows:

1997 54 Passenger School Bus (Diesel) VIN # 2 1BAAHBSA5VF071112.

2000 Genie Lift, Model # CWP 15S DC, Serial # 0100-1159, CWPA 1140AC111A

(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-8. BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education hereby approves a preliminary budget for the 2016-2017 school year as follows:

| | <u>Budget</u> | <u>Local Tax Levy</u> |
|----------------------|---------------------|-----------------------|
| General Fund | \$28,270,239 | \$21,103,372 |
| Special Revenue Fund | \$ 265,000 | 0 |
| Debt Service Fund | \$ <u>1,522,354</u> | \$ <u>1,403,976</u> |
| Totals | \$30,057,593 | \$22,507,348 |

Also included in the budget are use of the health adjustment in the amount of \$27,536 to offset health care costs and the use of \$117,464 Banked Cap.

The Banked Cap of \$117,464 is to help support the costs related to the District’s 1-1 technology initiative. The implementation of the program will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

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-9.** RESOLUTION OF THE BOARD OF EDUCATION OF THE NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL IN THE COUNTY OF BERGEN, NEW JERSEY, AUTHORIZING A LEASE PURCHASE TRANSACTION FOR THE ACQUISITION OF TECHNOLOGY EQUIPMENT IN THE AMOUNT OF \$1,299,998 WITH SIGNATURE PUBLIC FUNDING CORP. AND RELATED MATTERS IN CONNECTION THEREWITH
- WHEREAS, The Board of Education of the Northern Highlands Regional High School in the County of Bergen, New Jersey (the "Board" when referring to the governing body, and the "School District" when referring to the territorial boundaries governed by the Board) is created and charged by law with the responsibility of providing a system of public education within the School District over which it has jurisdiction; and
- WHEREAS, the Board is authorized by law to establish, to acquire (by gift, purchase, condemnation or otherwise), to own, to lease, to erect, to repair, to maintain and to operate buildings and other facilities necessary for educational purposes; and
- WHEREAS, on February 26, 2016, the Board solicited bids for the lease purchase financing for the acquisition of technology equipment (the "Equipment"); and
- WHEREAS, the Board received and opened such bids and determined that the bid of **one point two six percent (1.26%)** per annum (H-15 22 month interpolated Swap Rate as of 2/15/16 @ 0.76% + 0.5%) is the lowest bid; and
- WHEREAS, the Board desires to award the bid to **Signature Public Funding Corp.** and set the financial terms of the lease purchase agreement (the "Lease") and certain other agreements necessary or incidental to the transactions contemplated thereby; and
- WHEREAS, any terms capitalized herein and not defined shall have the meanings ascribed to them in the Lease.
- NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL IN THE COUNTY OF BERGEN, NEW JERSEY, as follows:
- SECTION 1. The Board hereby approves of the financing of the Equipment and other related costs and awards financing to **Signature Public Funding Corp.** the interest rate per annum, the principal maturities and the other terms of the financing shall be as described in the Lease, which are consistent with the bid, a summary of which is attached hereto.
- SECTION 2. The execution and the delivery of the Lease and other related agreements, certificates and documents, and the undertaking by the Board of its obligations under the Lease, are hereby authorized.
- SECTION 3. In exchange for its authorization and execution of the Lease, the Board will receive the amount of **one million, two hundred ninety nine thousand, nine hundred and ninety eight dollars (\$1,299,998)**, which will be applied to finance the acquisition of the Equipment. Lease payments under the Lease may occur on one or more dates, but the final lease payment shall be made on or before July 15, 2019.
- SECTION 4. The Board hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease.
- SECTION 5. The Board hereby designates the Lease as a "qualified tax-exempt obligation" for the purposes of section 265(b)(3)(B)(ii) of the Code.
- SECTION 6. This Resolution shall take effect immediately upon its adoption.

- B-10.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of technology equipment from Shi International Corp. per **WSCA # 40166 and Microsoft NASPO Valuepoint Contract #MNWNC-119** as listed below, per attachment.
- 1400 Microsoft Surface Pro 4, Education Bundle - \$1,299,998.00
- B-11.** 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 **2016 / 2017** 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-12.** RESOLUTION AUTHORIZING THE PURCHASE OF NATURAL GAS SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE
- WHEREAS, Northern Highlands Regional High School District has determined to move forward with the EMEX Reverse Auction in order procure natural gas for Northern Highlands Regional High School District; and
- WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of natural gas supply service for public use through the use of an online auction service; and
- WHEREAS, Northern Highlands Regional High School District will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and
- WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and
- WHEREAS, the auction will be conducted pursuant to the Act; and be it
- WHEREAS, if the auction achieves a price of \$0.569X/therm or less for a 12 month term, a price of \$0.579/therm or less for an 18 month term, or a price of \$0.579/therm or less for a 24 month term; Northern Highlands Regional High School District may award a contract to the winning supplier for the selected term.
- FURTHER RESOLVED, that the Business Administrator of the Northern Highlands Regional High School District be authorized to execute on behalf of the Northern Highlands Regional High School District any natural gas contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.569/therm or less for a 12 month term, a price of \$0.579/therm or less for an 18 month term, or a price of \$0.579/therm or less for a 24 month term; Northern Highlands Regional High School District may award a contract to the winning supplier for the selected term.
- B-13.** Approval of Home Instruction Services Agreement with American Tutor, Inc. (Immediate Care Children’s Psychiatric Center of Parsippany) for a student (ID 6532), at a rate not to exceed \$58/hour, per attachment
- B-14. Construction Project Change Order**
- WHEREAS**, on December 14, 2015 the Northern Highlands Board of Education awarded GL Group, Inc. the original contract for the Athletic Field Coaches Viewing Area Project in the total contract lump sum of \$126,742 including alternates; and

WHEREAS, changes are necessary in order for the project to be completed;
NOW, THEREFORE BE IT RESOLVED, that the Northern Highlands Board of Education approves the following change order to GL Group, Inc. in the amount of \$2,897.72:

#1 Amendment to bid specifications per attachment \$2,897.72

Roll Call:

11. ACTION ITEMS FOR the Education Agenda for March 7, 2016 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-10**, 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 **second and final reading** of the following Board of Education Policies and Regulations, per attachment.

| | |
|-----------------|---|
| Policy 2360 | Use of Technology |
| Policy 2361 | Acceptable Use of Computer Networks/Computers and Resources |
| Policy 2363 | Pupil Use of Privately - Owned Technology |
| Policy 3282 | Use of Social Networks and Other Forms of Electronic Communication |
| Policy 3283 | Electronic Communications between Teaching Staff Members and Students |
| Policy 4282 | Use of Social Networks and Other Forms of Electronic Communication |
| Policy 4283 | Electronic Communications between Support Staff Members and Students |
| Policy 5516 | Use of Electronic Communication and Recording Devices |
| Policy 7522 | School District Provided Technology Devices to Staff Members and Board of Education |
| Policy 7523 | School District Provided Technology Devices to Pupils |
| Regulation 2360 | Use of Technology |
| Regulation 2361 | Acceptable Use of Computer Networks/ Computers and Resources |

E-3. Approve the following Affirmative Action Team Members for the 2015-2016 school year as follows:

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

E-4. Approve the appointment of KEITH MIGLIORINO as Administrative Assistant to the Athletic Director, for the 2016-2017 school year, effective July 1, 2016, at a salary of \$61,926, per attachment.

E-5. Approve the following Athletic/Co-Curricular appointments for the 2016- 2017 school year as follows:

1. KEITH MIGLIORINO as Head Football Coach (Group 1, \$10,885)

E-6. Approve the following Athletic/Co-Curricular appointments for the 2015- 2016 school year as follows:

1. DAVID TREIMANIS as Volunteer Boys Lacrosse Coach

E-7. Approve the following staff members to chaperone the musical performances on March 3 -6, 2016, at a rate of \$21.00 per hour as follows:

MICHELE ZUNGOLI, JULIE GOLDBERG, PAULETTE GARERI, MAUREEN MENAKIS, THOMAS PASTER, SHAWNA LAGAN, KIM HAYES, GINA MANGRAVITE, JEFF D'ELIA, DIANE DEVOE, MARY FLORIO, AGOSTINA ANDRADE, LAUREN GOLDBERG, ALEXANDRA CHICHERCHIA, PHILIP LEIB, LAURA ASTORINA

E-8. Approve the following field trips for the 2015-2016 school year as follows:

- a.) A Cappella Competition: Overnight Trip
 - Sommerville Theatre, MA: 4/8 -4/10/16
- b.) Baseball Varsity Team: Overnight Trip
 - Caribbean Resort, Lake Buena Vista FL: 3/11 -3/16/16
- c.) STEM Competition
 - Bloomfield High School, Bloomfield NJ: 3/04/16 (Date change: original date 3/10/16)
- d.) Honors American Literature / American Studies
 - Walter Kerr Theater, NYC: 3/23/16
- e.) Outdoors Club – Hiking Trips
 - Ramapo Lake and the VanSlyke Castle, NJ: 3/12/16
 - Island Pond and the Lemon Squeezer, NY: 3/13/16
 - High Mountain, NJ: 3/19/16
 - Lake Sebago, Stony Brook and Diamond Mountain, NY: 3/20/16
 - Millstone Trail, NJ: 4/16/16
 - Stockbridge Mountain and Lake Nawahunta, NY: 4/17/16
 - Campgaw, NJ: 4/24/16
 - Forest View Trail/Closter Dock Trail Loop from Alpine Headquarter, NJ: 5/7/16
 - Bald Mountain the Timp and Doodletown, NY: 5/8/16
 - Ramapo Torne, NY: 5/15/16
- f.) DECA
 - NASDAQ, Liberty Plaza NYC: 3/24/16

E-9. Approve ANDREW MONTICELLO as Substitute Teacher for the 2015-2016 school year, per attachment.

E-10. Approve the receipt of one Exchange Student for the 2016-2017 school year, per attachment.

Roll Call:

12. BOARD PRESIDENT’S REPORT

13. OLD BUSINESS

14. NEW BUSINESS

15. OPEN TO THE PUBLIC

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:

- **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: _____

17. ADJOURNMENT

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

TIME: All in Favor: _____ Opposed: _____