

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

Workshop Meeting

May 6, 2019

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 5, 2019 in The Record and January 11, 2019 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. Christine Ferrarie		
Mrs. Barbara Garand		X
Mrs. Anne Goddard		X
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. Emily Kaufman (Saddle River Liaison)		
Katherine Murray (Student Representative)		
Caroline Ryan (Student Representative)		
Dr. Scot Beckerman, Superintendent		
Mr. James Davis, Business Administrator/Board Secretary		

4. **SPECIAL PRESENTATION**
Presentation of the Budget, James Davis, Business Administrator.

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 May 6, 2019, BOARD OF EDUCATION MEETING:

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-20** 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 April 12, 2019 through May 3, 2019, per attachment.
- B-2.** Approval of minutes, April 8 and April 22, 2019, 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: Steve Simonetti, Jessica Verdicchio, Jason Grabelsky
 What: Sandy Hook Promise Training - North
 Where: Morris County Public Safety Training Academy, Morristown, NJ
 When: Wednesday, May 15, 2019
 Costs: Registration: no charge
 Mileage: as per NJ OMB Guidelines

Who: Denise Talotta
 What: NJACAC Conference
 Where: Hard Rock Hotel & Casino, Atlantic City, NJ
 When: Monday, May 20 – Tuesday, May 21, 2019
 Costs: Registration: covered through NJACAC College Board grant
 Hotel: n/a staying with family
 Mileage: as per NJ OMB Guidelines

Who: Michael Koth
 What: Behavioral Threat Assessment Management in the School Environment
 Where: Morris County Public Safety Training Academy, Morristown, NJ
 When: Tuesday, May 21 – Wednesday, May 22, 2019
 Costs: Registration: no charge
 Mileage: as per NJ OMB Guidelines

Who: Joshua Kim
 What: AP Summer Institute – AP Calculus AB
 Where: Taft Educational Center, Watertown, CT
 When: Monday, June 24 – Friday, June 28, 2019
 Costs: Registration – \$950
 Housing - \$200 for week
 Mileage: as per NJ OMB Guidelines

Who: Lynsey Bradley
 What: AP Institute: AP Calculus AB
 Where: Rutgers University, Somerset, NJ
 When: Monday, July 15 – Thursday, July 18, 2019
 Costs: Registration: \$1,025
 Mileage: as per NJ OMB Guidelines

B-4. BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education hereby adopt the budget for the 2019-2020 school year as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ 31,217,570	\$ 22,395,067
Special Revenue Fund	\$ 247,500	0
Debt Service Fund	\$ 1,548,875	\$ 1,428,668
Totals	\$ 33,013,945	\$ 23,823,735

Included in budget line 620, Budgeted Withdrawal from **Capital Reserve** – Excess Costs & Other Capital Projects, is **\$ 207,000** for other capital costs related to Site Improvements including blacktop and concrete work and drainage and safety improvements to the Freshman Athletic Field. The total cost of these projects is \$207,000 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.

Included in budget line 660, Budgeted Withdrawal from **Emergency Reserve**, is **\$ 50,000** for a Class III officer.

Also included in the budget is the use of **Maintenance Reserve** in the amount of **\$ 203,550** to support required Maintenance in the FY 2019/2020 budget.

- B-5.** Approval of agreement with Preferred Home Health Care & Nursing Services, Inc. to provide one-on-one nursing services for a student (ID 7580) per the settlement approved on February 6, 2017 for the summer 2019 and school year 2019-20, per attachment.
- B-6.** Approve the agreement between Northern Highlands Regional High School District and the Borough of Allendale for the 2019 – 2020 school year concerning the hiring and placement of a Special Police Officer III (SLEO III), per attachment. **This pertains to FY 2020 and is funded by Emergency Reserve.**
- B-7.** Approve the submission of the Lead Testing Program Statement of Assurance for the 2018-2019 school year as per N.J.A.C. 6A:26-12.4, per attachment.

- B-8.** Approve the reappointment of the following custodial staff for the 2019 – 2020 school year, effective July 1, 2019:
- LUIS ARBOLEDA, TENZIN CHANGRAK, DAVID DEN HOLLANDER, RALPH FLANNERY, STANKO GALO, SALI MEMA, GARRY OMMUNDSEN, EMIL PETROV, MARK ROOSA, PAUL SCHAEFER, DRITAN SPAHO, BOHDAN UHRYN, TIM WILLIAMS, MUGNI ZHAKU.
- B-9.** Approve the reappointment of the following bus drivers and bus driver/custodial staff for the 2019 – 2020 school year, effective July 1, 2019:
- Bus Drivers: JOSEPH CLIFFTON, GAIL BUSHMAN
Bus Driver / Custodian: JAMES BOYLE, SAMIR MAKKAR
- B-10.** Approval of ANDREINA VILORIO HERRERA as a Custodian / Bus Driver for the 2019-2020 school year effective September 1, 2019, at the annual salary of \$44,145 (pro-rated), pending completion of required paperwork, per attachment.
- B-11.** RESOLVED, that the Northern Highlands Board of Education authorize an Athletic Area Concrete Removal and Replacement Project (including security bollards) at a total cost of \$79,981.25 by Cifelli & Son General Construction, Inc. through Ed Data Bid #9184 Masonry, Concrete #24B. **This is a FY 2020 project and is funded by Capital Reserve.**
- B-12.** RESOLVED, that the Northern Highlands Board of Education authorize Crossroads Pavement Maintenance, LLC to mill and pave the front driveway (W. Maple Avenue to Room 101) and to blacktop patch and seal all parking lots at a total cost of \$89,440. Crossroads is an Ed Data vendor and vendor is the low bidder. **This is a FY 2020 project and is funded by Capital Reserve.**
- B-13.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of a 2020 Thomas 24 passenger School Bus from H.A. DeHart & Son, Inc. through HCESC Award 17-01B, in the total amount of \$58,365.20, per attachment. **This is a FY 2020 purchase and will be funded through a lease purchase agreement.**
- B-14.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of a 2019 Ford F-250 from Beyer Ford through Educational Services Commission of NJ ESC Co-op #65MCESCCPS, in the total amount of \$31,883, per attachment. **This is a FY 2020 purchase and will be funded through a lease purchase agreement.**
- B-15.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of a Toro Z-Master Z-7000 Ride-on Mower from Storr Tractor Company through Bergen County Co-Op Bid # 18-07, in the total amount of \$13,759.20, per attachment. **This is a FY 2020 purchase and will be funded through a lease purchase agreement.**
- B-16.** RESOLVED, that the Northern Highlands Board of Education authorize the abatement of Rooms 247 and 248 by B&G Restoration, Inc. at a total cost of \$22,500. Three (3) quotes were obtained. **This is a FY 2020 project and is funded by Maintenance Reserve.**

- B-17.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of twelve (12) Security Bollard Planters from Wausau Made at a total cost of \$9,226.67. Two (2) quotes were obtained. **This is a FY 2020 project and is funded by Maintenance Reserve.**
- B-18.** RESOLVED, that the Northern Highlands Board of Education authorize a locker room shower renovation project by William J. Guarini, Inc. for a total cost of \$10,600. Two (2) quotes were obtained. **This is a FY 2020 project and is funded by Maintenance Reserve.**
- B-19.** RESOLVED, that the Northern Highlands Board of Education approve a proposal from Uniscape Landscaping LLC for grass cutting and leaf removal for the 2019-20 year beginning July 1, 2019 (FY 2020), in the total amount of \$34,000. Two (2) quotes were obtained.
- B-20.** WHEREAS, Northern Highlands Regional High School Board of Education has determined to move forward with the EMEX Reverse Auction in order procure electricity for Northern Highlands Regional High School Board of Education; and
 WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and
 WHEREAS, Northern Highlands Regional High School Board of Education 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
 WHEREAS, if the auction achieves a price of \$0.0924/kWh or less for a 12 month term, a price of \$0.0924/kWh or less for an 18 month term, a price of \$0.0943/kWh or less for a 24 month term; Northern Highlands Regional High School Board of Education may award a contract to the winning supplier for the selected term.
 NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the Northern Highlands Regional High School Board of Education is hereby authorized to execute on behalf of the Northern Highlands Regional High School Board of Education any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction. If the auction achieves a price of \$0.0924/kWh or less for a 12 month term, a price of \$0.0924/kWh or less for an 18 month term, a price of \$0.0943/kWh or less for a 24 month term; Northern Highlands Regional High School Board of Education may award a contract to the winning supplier for the selected term.

Roll Call:

11. ACTION ITEMS FOR the Education Agenda for May 6, 2019 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-12**, 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 completion and payment to SCOT BECKERMAN, Superintendent, for successful completion and approval by Department of Education and Northern Highlands Board of Education for the *Attained* Merit Goals (5 in total: 3 Quantitative Goals and 2 Qualitative Goals) in accord with the Superintendent's 2018-2019 employment contract at a dollar amount of \$26,185.91 as follows.

Goal #1 Quantitative 3.33% \$5,817.15

Northern Highlands uses a Physics first sequence (Grade 9- Physics, Grade 10- Chemistry and Grade 11- Biology). In an effort to determine if the district wishes to continue to use this sequence, the superintendent will visit a minimum of 3 other districts that use a variety of different sequencing. Using research and feedback from these visits, the superintendent will make a recommendation to a sub-committee of the Board of Education no later than May, 2019 regarding his findings.

Goal #2 Quantitative 3.33% \$5,817.15

During the 2017/2018 school year, the superintendent evaluated Option 2 programs in an effort to increase the presence of these opportunities at Northern Highlands. Based on this research, Northern Highlands added community service and senior internships for the 2018/2019 school year. Continuing to attempt to increase opportunities in this area, the Superintendent will visit a minimum of 3 additional schools that have programs in the area of independent studies and online courses. A recommendation to add these components to the student program of studies will be made to a sub-committee of the Board of Education by May, 2019.

Goal #3 Quantitative 3.33% \$5,817.15

During the 2018/2019 school year, the Superintendent will increase security in the district by conducting a security audit in consultation with the local first responders (Police, Fire, EMT). A minimum of 3 similar districts will be visited in an effort to evaluate like districts security protocol. Recommendations for district changes to security will be made to the BOE by March, 2019. In addition to the above audit, the Superintendent will evaluate all district cameras and develop a plan to make sure that the district has 100% coverage. This plan will be presented to a sub-committee of the Board of Education during the same security presentation by March, 2019.

Goal #4 Qualitative 2.5% \$4,367.23

The ability to obtain anonymous feedback regarding various areas such as student safety, student wellness and general comments, has become a concern for Northern Highlands. Presently, the district has an automated anonymous hotline (phone based) but it is rarely if ever used. The Superintendent will create an online routing system for submission of concerns. The process and webpage will be presented to a sub-committee of the Board of Education no later than May, 2019 for a possible implementation date of September 1, 2019.

Goal #5 Qualitative 2.5% \$4,367.23

The secretarial and custodial observation forms have not been updated in over 20 years. The superintendent will evaluate the forms presently used and revise the forms in order to provide a modern evaluation that more reflects the present standards of the district. The forms will be created by March, 2019 and presented to a sub-committee of the BOE. The new forms will be implemented for the 2019/2020 school year for end of the year evaluations in both the areas of secretarial and custodial employees.

- E-4.** Approve the District Professional Development Plan from July 1, 2019 to June 30, 2020, per attachment.
- E-5.** Accept with regret, the resignation of KIMBERLEY MARKUS, Executive Director of Curriculum, Instruction & Assessment, as of June 14, 2019, per attachment.
- E-6.** Approve the appointment of KRISTY FULLER, Teacher of American Sign Language (.8), for the 2019-2020 school year, effective September 1, 2019 to June 30, 2020 at a total salary of \$79,385 (MA, Step 13) prorated to \$63,508, per attachment.
- E-7.** Approve the appointment of NATASHA COLLOVA, Teacher of Science, for the 2019-2020 school year, effective September 1, 2019 to June 30, 2020 at a total salary of \$58,320 (BA, Step 1), per attachment.
- E-8.** Approve membership fee request for KIMBERLY HAYES, Option II Coordinator, to join the Waldwick Chamber of Commerce in the amount of \$60, per attachment.
- E-9.** Approve the following Athletic/Co-Curricular assignments for the 2018-2019 school year.
1. AMANDA LENTINO as Assistant Track Coach (Change from ½ Group 2a \$7,204 or \$3,602 each to 41.5% of Group 2a \$7,204 or \$2,989.66)
 2. THOMAS WALSH as Assistant Track Coach (Change from ½ Group 2a \$7,204 or \$3,602 each to 58.5% of Group 2a \$7,204 or \$4,214.34)
- E-10.** Approve the following field trips/overnight field trips for the 2018-2019 school year.
- a.) American Literature Classes: Exhibition of Contemporary American Art
 - Whitney Museum, NYC: 6/10/19
 - b.) ESL Class: Italian Cuisine and Culture
 - Stella Artisan Italian, Ridgewood NJ: 5/18/19
 - c.) Music Department: Performance
 - Brookside School, Cavallini School, HoHoKus School and Mathews Diner NJ: 6/3/19
- E-11.** Approve the following list of advisors/chaperones/school nurse, as listed below.

NAME	EVENT	DATE(S)	AMOUNT TO BE PAID
JOHN WODNICK	American Literature Classes	6/10/19	Substitute Cost
MICHAEL MCCABE	American Literature Classes	6/10/19	Substitute Cost

SUAD TORRES	ELS Class	5/18/19	No cost to district
KYLE KUBICKI	Music Department	6/3/19	No cost to district

E-12. Approve the receipt of two (2) out of district Tuition Students for the 2019-2020 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 for the purposes of discussing:

- Legal Matters – Update
- Personnel – CSA Evaluation

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: _____