

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

Regular Meeting

June 20, 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:** Retirement Recognition - Mr. Queady Milano Jr.
 Dr. Scot Beckerman - Strategic Plan/Goals

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 June 20, 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-33**, 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 attachment.
- B-2.** Approval of the Board Secretary and Treasurer's reports for the month of May 2016.
- B-3.** Approval of current bills list (check register) from June 2, 2016 through June 14, 2016, per attachment.
- B-4.** Approval of minutes for the May 2 and May 16, 2016 meetings and executive sessions, 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: Board Members
 What: NJSBA 2016 Convention (Conference approved by the NJ Dept. of Education)
 Where: Atlantic City Convention Center, Atlantic City, NJ
 When: Tuesday, October 25 – Thursday, October 27, 2016
 Costs: Registration: \$1,400 (group registration) **OR** \$275 per person
 Hotel: NJSBA has retained a block of rooms at a number of hotels, per guidelines and waivers by the NJ Dept. of Education
 Mileage: as per NJ OMB Guidelines

Who: Matthew Krzysik
 What: 2016 Driver Education Conference
 Where: Trenton, NJ
 When: Wednesday, August 17, 2016
 Costs: Registration: \$50
 Mileage: as per NJ OMB Guidelines

Who: Krista Carpino, Meredith Sklar
 What: Wheel Throwing Ceramics Class
 Where: Rockland Center for the Arts, West Nyack, NY

When: Six sessions beginning Wednesday, June 29, 2016
Costs: Registration: \$280 each, total \$560
Mileage: as per NJ OMB Guidelines

Who: Krista Carpino
What: Adobe Illustrator CC: Part 1
Where: Online course
When: Monday, June 27, 2016
Costs: Registration: no cost
Mileage: as per NJ OMB Guidelines

B-6. Transfer from Maintenance Reserve:

WHEREAS, The Northern Highlands Regional High School District requested quotes for ceiling, lighting and sound system upgrades in the auditorium and

N.J.A.C. 6A:23A-14.2(d) provides that a district board of education, as appropriate, may by resolution withdraw funds from the maintenance reserve account and appropriate such funds into the required maintenance account lines any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan, and

WHEREAS, the Northern Highlands Regional High School Board of Education has identified this renovation project as requiring additional required maintenance activities and it finds such activities essential to the efficient and effective management of district facilities and financial resources; now, therefore, be it

RESOLVED, that the Northern Highlands Regional High School Board of Education hereby authorizes the withdrawal of \$493,961 from its maintenance reserve fund for the aforementioned ceiling, lighting and sound system upgrades in the auditorium.

- B-7.** Approval of Regular school year tuition (2016-2017), including extended school year, for two students, (ID 5134 and ID 20377) at the Institute for Educational Achievement for the period July 1, 2016 through June 30, 2017, as described in their IEPs, in the amount of \$106,724.10 per student, per attachment.
- B-8.** Approval of Regular school year tuition (2016-2017), including extended school year, for two students, (ID 5878 and ID 7580) at Educational Partnership for Instructing Children (EPIC) for the period July 1, 2016 through June 30, 2017, as described in their IEP, in the amount of \$100,035.60 per student, per attachment.
- B-9.** Approval of JILL HOLLANDER to provide speech therapy services to a student (ID 6268) for the period July 1, 2016 through June 30, 2017, one session per week for approximately 48 weeks at the rate of \$170/session, totaling \$8,160, per attachment.
- B-10.** Approval of ABA Services (School Year 2016-2017) for a student (ID 5386), for the period of July 1, 2015 - June 30, 2016, \$60.00 per hour, 4 hours per week for 52 weeks with MELISSA O'CARROLL in the amount of \$12,480, per attachment.
- B-11.** Approval of JILL HOLLANDER to provide speech therapy services to a student (ID 6268) during the 2015-2016 school year for the REVISED amount of \$8,160, per attachment.

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- B-12.** Approval of Regular School year (2016-17) tuition for a student (ID 20447) for the period September 1, 2016 – June 30, 2017 at Sage Day in Rochelle Park, in the amount of \$55,980, as described in the student’s IEP, per attachment.
- B-13.** Approval of agreement for a student (ID 6718) to attend workshops “Keys to Obtaining & Retaining Jobs and Enriching the Quality of Adult Life” through Heightened Independence & Progress, per attachment. Workshop fees are \$51 / hour for a maximum of 9 hours totaling \$459.
- B-14.** Approval of Bergen County Special Services as the provider for the 2015- 2016 school year for one or more of the following services (Speech, Occupational Therapy, Physical Therapy and Counseling), for students (ID 5389 and ID 6712) who attend BCSS Programs, as described in their IEP, per attachment. The REVISED amount for these services for the 2015-16 school year should total \$4,061.
- B-15.** Approval of Program Coordination and ABA Therapy Services facilitated by Above & Beyond Learning Group, LLC for the period July 1, 2015 through June 30, 2016 for a student (ID 5389), as described in their IEP, in the REVISED amount of \$27,837, per attachment.
- B-16.** Approval of Regular Residential Tuition contract agreement for student (ID 5075), for the period July 1, 2016 through June 30, 2017, to attend Melmark, Pennsylvania in the total amount of \$376,695, as described in their IEP, per attachment.
- B-17.** Approval for additional staffing for a student (ID 5075) for the period July 1, 2016 – June 30, 2017 at Melmark School, as described in their IEP, in the amount of approximately \$81,120 (\$24/hr not to exceed 65hrs/week x 52 weeks), per attachment.
- B-18.** Approval of agreement for the 2016-2017 school year with Professional Education Services, Inc. (P.E.S.I.) to provide Homebound Instruction Services at a tutorial rate not to exceed \$60.00 per hour, per attachment.
- B-19.** Approval of Program Coordination and ABA Therapy Services facilitated by Above & Beyond Learning Group, LLC for the period July 1, 2016 through June 30, 2017 for a student (ID 5389), as described in their IEP, in the approximate amount of \$31,925, per attachment.
- B-20.** Approval of ABA Therapy Services facilitated by Above & Beyond Learning Group, LLC for the period July 1, 2016 through June 30, 2017 for a student (ID 7580), as described in their IEP, in the approximate amount of \$50,145 per attachment.
- B-21.** Approval of Program Coordination and ABA Therapy Services facilitated by Above & Beyond Learning Group, LLC for the period July 1, 2016 through June 30, 2017 for a student (ID 5878), as described in their IEP, in the approximate amount of \$13,760 per attachment.
- B-22.** Approval of settlement regarding placement of a student (ID 4991), per attachment.
- B-23.** Approval of registration for a student (ID 20034) to attend Pony Power for programs in Summer 2016 and Fall 2016 as described in their IEP, in the total amount of \$1,530 (\$510 for summer and \$1,020 for fall), per attachment.

- B-24.** Approval of EMIL PETROV as a Custodian for the 2016-17 school year, effective July 1, 2016, at the salary of \$49,250, and additional stipends of \$2,625 (Night Foreman) and \$775.00 (Boiler License), per attachment.
- B-25.** Approval of ROGER GRIFFITH as an On-call Bus Driver for the 2016-17 school year at the rate of \$23 per hour.
- B-26.** Approval of FRANK GILLI and MATTHEW KRZYSIK as summer painters at the NHEA rate of \$21/hour, not to exceed 260 hours work, up to a maximum of \$5,460.
- B-27.** RESOLVED, that the Northern Highlands Board of Education approves the purchase of Monitors and Cables to upgrade current computer labs from CDW Government LLC through **MRESC #65MCESCCPS** in the total amount of **\$30,261** as detailed below:
- 165 NEC E224WI-BK 22" LED \$28,587.90
 - 165 C2G 6FT Mini Displayport to DP CBL \$1,673.10
- B-28.** Approval of an updated New Jersey State contract vendor list as per resolution approved on May 16, 2016, per attachment.
- B-29. RESOLUTION OF THE BOARD OF EDUCATION OF THE NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL DISTRICT IN THE COUNTY OF BERGEN, NEW JERSEY SELECTING AN ENERGY SERVICES COMPANY FOR THE IMPLEMENTATION OF AN ENERGY SAVINGS IMPROVEMENT PROJECT**

WHEREAS the Board of Education of the Northern Highlands Regional High School District in the County of Bergen, New Jersey (the "Board" or the "School District"), on February 29, 2016, issued a request for proposals (the "RFP") in accordance with N.J.S.A. 18A:4.1 *et seq.* for a qualified Energy Service Company in connection with the Board's proposed implementation of an Energy Saving Improvement Project ("ESIP") in accordance with P.L. 2012, c.55 (P.L.2009, c.4); and

WHEREAS, two (2) proposals were received on April 28, 2016; and

WHEREAS, a selection committee (the "Committee") was established to review the responses to the RFP in accordance with the specific evaluation criteria as outlined in the RFP and to conduct interviews of some or all of the proposers; and

WHEREAS, the Committee initially reviewed the proposals and determined that both of the proposers would be interviewed; and

WHEREAS, on May 18, 2016 the Committee conducted an interview of each, the two (2) proposers being Johnson Controls, Inc. and Honeywell; and

WHEREAS, the Committee has determined that Honeywell is the most qualified ESCO in accordance with the evaluation criteria set forth in the RFP; and

WHEREAS, the Committee has provided to the Board all required evaluation documentation of the proposals and the interviews; and

WHEREAS, Honeywell will provide an Investment Grade Audit and an Energy Savings Plan (the "ESP"), including engineering, construction, project management as part of their proposal and that the total cost of services will be a predetermined amount and paid for out of the energy savings as calculated in accordance with P.L. 2012, c.55, and

NOW, THEREFORE, BE IT RESOLVED, that:

1. The Board authorizes Honeywell, in conjunction with School District representatives, to prepare the Investment Grade Audit and ESP in accordance with the RFP.

2. The Board further authorizes the execution of the Investment Grade Audit Agreement as provided in the RFP, upon review of counsel.

3. This resolution shall take effect immediately.

B-30. Approval of annual membership in the NJSIAA (New Jersey State Interscholastic Athletic Association) and the Big North Athletic Conference for the 2016-2017 school year. Northern Highlands agrees to be governed by the Constitution, bylaws and Rules and Regulations of the NJSIAA, including all rules governing student-athlete eligibility.

B-31. Approval of the Northern Highlands Sports Association donating monies, equipment, supplies etc. under the approval and supervision of the Athletic Director for the 2016-2017 school year.

B-32. Transfer of Current Year Surplus to Capital and Maintenance Reserves:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Northern Highlands Regional High School Board of Education wishes to deposit anticipated current year surplus into reserve accounts at year end, and

WHEREAS, the Northern Highlands Regional High School Board of Education has determined that up to **\$200,000** is available for such purpose of transfer as detailed below,

- \$125,000 to Capital Reserve
- \$75,000 to Maintenance Reserve

NOW THEREFORE BE IT RESOLVED by the Northern Highlands Regional High School Board of Education that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

B-33. Approve the following Year-end 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 to close out the fiscal year with Board confirmation at the next meeting
- Move that all outstanding warrants in all accounts as of December 31, 2015 be cancelled

Roll Call:

11. ACTION ITEMS FOR the Education Agenda for June 20, 2016 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-21**, upon the recommendation of the Superintendent, effective immediately following the completion of required certification and documentation:

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- E-1.** Accept and affirm the Harassment, Intimidation, and Bullying investigation report, per attachment.
- E-2.** Approve the Annual District Mentoring Plan for the 2016-2017 school year, per attachment.
- E-3.** Approve the Northern Highlands Regional High School Strategic Plan Goals - Action Plan for the 2016-2021 school years, per attachment.
- E-4.** Approve Northern Highlands' sponsorship of athletic competition in the following sports: cross country, field hockey, football, gymnastics, soccer, tennis, volleyball, basketball, cheering, bowling, fencing, ice hockey, swimming, winter track, wrestling, baseball, softball, lacrosse, golf and outdoor track for the 2016-2017 school year.
- E-5.** Approve the Summer Athletic Facility Usage /Team Workout/ Youth Sports Camp Schedule and the Master NHRHS Athletic Schedule for the 2016-2017 school year, per attachment.
- E-6.** Approve the Master List Calendar of Events for the 2016-2017 school year, per attachment.
- E-7.** Approve the following Co-Curricular Assignments for the 2016-2017 school year, per attachment.
- E-8.** Approve the following Athletic Assignments for the 2016-2017 school year, per attachment.
- E-9.** Accept, with regret, the resignation of JOSEPH LUCCI, Teacher of Latin effective June 30, 2016, per attachment.
- E-10.** Approve ROBIN BURTON, for the preparing and writing of grant for the No Child Left Behind Application for the 2016-2017 school year, at a rate of \$45. per hour not to exceed \$1,000.
- E-11.** Approve the appointment of ROBIN BURTON as Title 1 Coordinator and Parent Liaison for the 2016-2017 school year at a rate of \$6,335 (Group 1, Stipend Position).
- E-12.** Approve the appointment of JOHN KAMINSKI Title 1 After School Homework Support - Language Arts for the 2016-2017 school year, at a rate of \$6,335 (Group 1, Stipend position).
- E-13.** Approve the appointment of JILLIAN SCHESCHUK Title 1 After School Homework Support - Mathematics for the 2016-2017 school year, at a rate of \$6,335 (Group 1, Stipend position).
- E-14.** Approve the appointment of DENISE FANELLI as Teacher of Science Leave Replacement for the 2016-2017 school year, effective September 1, 2016 to June 30, 2017, at a total salary of \$67,385 (MA, Step 8), per attachment.
- E-15.** Approve new and returning Substitute Teachers, Nurses and Homebound Instructors/Tutors for the 2016-2017 school year, per attachment.
- E-16.** Approve two additional assignments (Semester 1 -Honors Dynamics of Healthcare and Semester 2 -Honors Medical Terminology /Both Rutgers Courses and Wellness/Health Courses), at a rate of \$24,000 for PETER KOENIGES, Athletic Trainer, for the 2016-2017 school year, effective September 1, 2016 to June 30, 2017.

- E-17.** Approve a change in degree status for ROBERT CLIFTON, Teacher of Science from BA to MA effective September 1, 2016.
- E-18.** 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: 2 Qualitative Goals and 3 Quantitative Goals) in accord with the Superintendent's 2015-2016 employment contract at a dollar amount of \$21,977.50 as follows:

Goal #1 Qualitative 2.5% \$3,687.50

Northern Highlands Regional High School District serves 4 separate and distinctive communities (Allendale, Ho-Ho-Kus, Upper Saddle River and Saddle River). For the 2015/2016 school year the superintendent is new to these communities. In an effort to ensure that all communities are properly responded to, the superintendent will acclimate himself to both NHRHS and the communities that he serves.

Goal #2 Qualitative 2.5% \$3,687.50

NHRHS serves 1400 Students. In an effort to gain greater insight into the concerns and needs of our students as well as greater input from them into the educational system that they will be attending, the superintendent will create a Student/Superintendent Forum. This forum will allow a cross section of students from the school community to provide feedback and suggestions to the superintendent of schools on all topics and climate related to the district. The forum will be open to all students that attend NHRHS serves and serve as an opportunity which they can discuss any topics they deem worthy.

Goal #1 Quantitative 3.33% \$4,867.50

The NHRHS district has not done an electives audit in numerous years. There are several courses with low enrollment and several new courses that have been suggested. The superintendent will conduct an electives audit for all department electives to determine if there are any electives that should be eliminated or added. A parent survey on electives offerings and minimum of 5 student focus groups will be completed. A recommendation for all 100% of the districts electives will be provided to the BOE no later than June 2016.

Goal #2 Quantitative 3.33% \$4,867.50

At the present time, NHRHS is looking to go with a 1-to-1 technology initiative for all students starting the 2016/2017. The Superintendent will ensure that the district is fully prepared to implement the 1-to-1 technology initiative for 100% of students at the closure of the 15/16 school year.

Goal #3 Quantitative 3.33% \$4,867.50

In order to increase community support and understanding of the offerings at NHRHS the Superintendent will enhance communication between the superintendent, BOE and the community. To increase the home/school connection the superintendent will develop and disseminate two (2) newsletters to the entire community and educational stakeholders. The Superintendent will also develop weekly communicators between himself and the BOE members to ensure that they are informed weekly on the building happenings. In addition, a minimum of one (1) parent survey on all aspects of life at Northern Highlands will be developed and distributed to the community in order to solicit feedback from the community. The feedback

from the community will be used to evaluate all aspects of Northern Highlands and make necessary adjustments for the 16/17 school year based on community and student needs.

- E-19.** Approve completion and payment to JAMES DAVIS, Business Administrator/Board Secretary, for successful completion and approval by the Department of Education, Superintendent and Northern Highlands Board of Education, for the Attained Merit Goals in accord with the Business Administrator/Board Secretary 2015-2016 employment contract at a dollar amount of \$5,518. as follows:

Goal #1 Quantitative 3.33% \$5,518.

Mr. Davis has initiated the roof and AC Science wing projects and he has secured funding for both projects (bond referendum/debt service and ROD grant respectively), and he will monitor and act in the capacity as the district's Construction Manager for all of the capital projects listed below.

- 1) Bond Referendum - \$2.76 million roof replacement project (170,000 square feet- two phases- summer 2014 completed phase 1 and 2nd phase was completed during the summer of 2015 – each summer removal of two roofs and replaced with new roof system – each summer approximately 85,000 sf. – \$1,385 million phase 2)
 - 2) ROD/SDA grant - \$851,500 – AC Science Wing - completed summer 2015
 - 3) Maintenance Reserve - \$165,000 – Electrical Panels - completed summer 2015
 - 4) Maintenance Reserve - \$109,000 – Replace existing Athletic Field Press Box – completed April 2016
 - 5) General Fund Budget (FY' 16) - \$93,000 – Replace Data Wiring 2nd floor of Main building –completed February 2016
 - 6) Maintenance Reserve - \$90,000 – Generator for Science Wing – completed October 2015
 - 7) Cafeteria Fund - \$40,860 – Abate, remove and install new Kitchen Grease Exhaust system –completed summer 2015
 - 8) Maintenance Reserve - \$39,000 – HVAC (replace existing modular unit) – completed September 2015
 - 9) General Fund Budget (FY' 16) - \$35,800 - Abate, renovate asbestos floor tile – completed summer 2015
 - 10) General Fund Budget (FY' 16) - \$32,000 – Renovate 2 bathrooms – completed summer 2015
 - 11) General Fund Budget (FY' 15) - \$29,050 – Remove and replace Exterior Sheetrock Soffit – completed summer 2015
- TOTAL of all 11 projects = \$ 2,870,000**

- E-20.** Approve the receipt of one out of district Tuition Student for the 2016-2017 school year, per attachment.

- E-21.** Authorize Dr. Scot Beckerman, Superintendent, to make personnel decisions on new hires and offer contracts for the 2016-2017 school year in consultation with the Board President, during the summer months.

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: _____