

*NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL*  
BOARD OF EDUCATION  
Allendale, New Jersey  
~ **AGENDA** ~  
REORGANIZATION/WORKSHOP MEETING  
May 3, 2010

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**1. CALL TO ORDER**

**2. PUBLIC MEETINGS STATEMENT**

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 meeting 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 Record, the Boroughs of Allendale and Upper Saddle River and published on March 19, 2010 in The Ridgewood News and posted in the Board of Education Office at Northern Highlands Regional High School.

**3. PLEDGE OF ALLEGIANCE**

**4. ADMINISTRATION OF THE OATH OF OFFICE**

Pursuant to NJ Statute, newly elected Board Members Robert C. Wei and Ann Pagano, re-elected Board Member Robert Hands, Jr., and the Ho-Ho-Kus representative, Robert Inglima, Jr. are to be sworn in by Mr. Rinderknecht prior to the start of this Board Meeting.

**5. ROLL CALL**

NAME	PRESENT	ABSENT
Mrs. Jean Borzilleri	_____	_____
Mrs. Barbara Garand	_____	_____
Mrs. Carolee Gravina	_____	_____
Dr. Robert Hands	_____	_____
Mr. Robert Inglima, Jr.	_____	_____
Mrs. Lori Loughnane	_____	_____
Mr. James Mulanaphy	_____	_____
Mrs. Ann Pagano	_____	_____
Mrs. Gail Trumbetti	_____	_____
Mr. Robert C. Wei	_____	_____
Mr. Henry Senger (Saddle River Liaison)	_____	_____
Ms. Jessica Parker (Student Representative)	_____	_____
Mr. Daniel White (Student Representative)	_____	_____
Mr. John J. Keenan, Superintendent	_____	_____
Mr. David Rinderknecht, Interim Business Administrator	_____	_____

**6. ANNOUNCEMENT OF ELECTION RESULTS**

Mr. Rinderknecht will read the results of the Annual School Election held April 20, 2010.

Vote on the Budget:

The vote on the budget for 2010 – 2011:            **Yeas** 2,242    **Nays** 1,466

The vote on the budget for 2010 – 2011 was approved at the polls.

Votes for members of the Board of Education (each for 3 year terms):

Allendale

No Open Seats

Upper Saddle River

Robert A. Hands	1,189
Ann S. Pagano	807
Dale Roberts	689
Robert C. Wei	889
Cheryl Ann Kashishian	755

**7. ACCEPTANCE OF ELECTION RESULTS**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded, to accept the results of the April 20, 2010 election, as previously read and as listed above.

Roll Call Vote:

**8. ELECTION OF THE PRESIDENT**

Mr. Rinderknecht will ask for nominations for the Office of President of the Board of Education. (Each sending district must be represented – one as President and one as Vice President).

**Nominated for President:** 1.

By

Roll Call Vote:

2.

By

Roll Call Vote:

\_\_\_\_\_ is elected President

If the vote is unanimous, Mr. Rinkerknecht will cast a single unanimous vote into the record for the appointment.

*Newly elected President assumes the chair and continues the meeting.*

**9. ELECTION OF THE VICE-PRESIDENT**

The Board President asks for nominations for the position of Vice-President of the Board of Education.

**Nominated for Vice President:**

By

Roll Call Vote:

\_\_\_\_\_ is elected Vice-President.

If the vote is unanimous, Mr. Rinderknecht will cast a single unanimous vote into the record for the appointment.

**10. APPOINTMENT AND APPROVALS**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded by, to approve the following required appointments and approvals pursuant to NJSA 18A et. seq.

**A. Policies and By-Laws**

Approval of Board of Education Policies and By-Laws as on file with the Board Secretary, and as recently reviewed and approved through the consulting firm of Strauss Esmay. *It is understood that all of the policies contained therein are subject to continuing review and revision by the Board of Education.*

**B. Approval of the 2010 - 2011 Curriculum Guide and Course Content Outlines****C. Official Depositories**

Approval of Bank of America, Allendale, New Jersey as the depository of School Funds for the Board of Education through 6/30/11.

**D. Authorized Signatures**

Approval to designate the President of the Board of Education, or in the absence thereof, the signature of the Vice-President; the Secretary of the Board of Education and the Treasurer of School Funds, or in the absence of the Treasurer the Deputy Treasurer, as Officers authorized to sign checks and drafts of the Board of Education. Approval of the Superintendent, Principal, Vice Principal, Dean of Student Activities and Business Administrator to sign Student Activity checks.

**E. 2010 – 2011 Meeting Dates**

Approval of Board of Education Meeting Dates, Time and Location appendix “A”.

**F. Open Public Meetings Act**

Approval, in compliance with NJSA 10:4-18, of the Open Public Meetings Act Resolution.

**G. Official Newspaper**

Approval of THE RIDGEWOOD NEWS as the Official Newspaper of the Northern Highlands Regional High School Board of Education, with THE RECORD being the alternate.

- H. Code of Ethics  
Acceptance of the New Jersey School Boards Association Board Member Code of Ethics as adopted at the May 10, 1975 Delegate Assembly of the New Jersey School Board Association.
- I. Secretary to the Board of Education  
Approve the appointment of Mr. David Rinderknecht as Interim Secretary of the Board of Education through July, 2010.
- J. Treasurer of School Monies  
Approve the appointment of M. Alissa Mayer as Treasurer of School Monies for the 2010 – 2011 school year.
- K. School Doctor  
Approve the appointment of Dr. Jerald Hershman as School Medical Officer for the district for the 2010 - 2011 school year.
- L. A. H. E. R. A. Designated Person  
Approve the appointment of Mr. John Gilbert, RK Environmental, as the A. H. E. R. A. Designated Person for the district for the 2010 - 2011 school year.
- M. Hepatitis B Contact Person  
Approve the appointment of school nurse, Mrs. Cathy Kiely, as the Hepatitis B contact person for the 2010 - 2011 school year.
- N. Affirmative Action Person(s)  
Approve the appointment of Mr. Robert Petrosino as Affirmative Action Officer for staff and Dr. Lyle Becourtney as Affirmative Action Officer for students for the 2010 - 2011 school year.
- O. Board Attorney  
Approve the appointment of James L. Plosia of Apruzzese, McDermott, Mastro & Murphy of Liberty Corner, NJ as Board Attorney for the 2010-2011 school year.
- P. Participation in the New Jersey State Contract Process & Purchasing  
Approval to participate in the New Jersey State Contract Process and further authorize the Business Administrator/Board Secretary to utilize State contracts for purchases; participate in cooperative purchasing ventures; solicit quotations and go out to bid as required under statute.
- Q. Auditor  
Approval of the appointment of VM Associates, Inc., of Mt. Arlington, NJ as auditors for the 2010 – 2011 school year.
- R. Title IX Coordinator  
Approval of the appointment of Mr. Thomas Buono, NHRHS, as Title IX coordinator for the 2010 – 2011 school year.
- S. Section 504 Compliance Officer  
Approval of the appointment Mrs. Lauren Zirpoli as the Section 504 Compliance Officer and grievance procedures for the 2010 - 2011 school year.

- T. ADA Coordinator  
Approval of the appointment of Mr. Thomas Buono as the ADA Coordinator for the 2010 - 2011 school year.
- U. Big North Athletic Conference  
Approval of the appointment of Mr. Robert Williams, Athletic Director, and Mr. Joseph Occhino, Principal, as the district's representatives to the BNC for the 2010 - 2011 school year.
- V. Risk Management Consultant  
Approval of Thomas Fallon of Bollinger Insurance as the Risk Management Consultant to NESBIG for the 2010 - 2011 school year.
- W. Public Agency Compliance Officer  
Approval of David Rinderknecht as the Public Agency Compliance Officer through July, 2010.
- X. Staff Investment Services:
- |                   |  |
|-------------------|--|
| 403B Plans:       | Union Central Life Insurance Company<br>AXA Equitable Life Insurance Company<br>The Legend Group |
| 457B Plan:        | AXA Equitable Life Insurance Company   |
| Section 125 Plan: | AFLAC  |
- Y. Safety And Health Designee  
Approval of Mrs. Lauren Zirpoli as Safety and Health Designee for the 2010 – 2011 school year.
- Z. Chemical Hygiene Designee  
Approval of Mr. Gary Trotter as Chemical Hygiene Designee for the 2010 – 2011 school year.
- a. Qualified Purchasing Agent (QPA)  
Approval of Mr. David Rinderknecht, who possesses the designation of Qualified Purchasing Agent (QPA) to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A-18A-2b, and the Board hereby re-authorizes the increase in its bid threshold to \$29,000.00 in accordance with N.J.S.A 18A:18-A-3 through July, 2010.
- b. Payment of Bills Between Board Meetings  
Approval of the Business Administrator and Superintendent to pay bills in between Board meetings due to contractual obligations, lease obligations or if legally required to make a payment prior to the Regular monthly meeting.
- c. Purchasing Agent Compliance Officer for Affirmative Action (PACO)  
Approval of David Rinderknecht as the Purchasing Agent Compliance Officer for Affirmative Action through July 30, 2010.
- d. Chart of Accounts  
Approval of the School Business Administrator to make changes necessary/required based upon guidance/directive from the New Jersey Department of Education.

- e. Travel & Professional Development Limitation  
Approval of regular official business travel at a cost not to exceed \$150 per employee or Board member for registration.
- f. Tax Payment Schedule  
As per attached documents.
- g. Petty Cash Funds  
Approval of Petty Cash funds in the following amounts and maximum single expenditures: Principal's account, \$200, maximum single expenditure \$50; Superintendent's account, \$200, maximum single expenditure \$50; Business Administrator's account, \$400, maximum single expenditure \$50.
- h. Parliamentary Procedures  
Approval of Roberts' Rules of Order, Newly Revised, to govern the Board of Education in its deliberations and acts in all cases in which it is not inconsistent with statutes of the State of New Jersey, rules of the State Board of Education.
- i. Homeless Liaison  
Approval of Cathy Berberian as the Homeless Liaison for the 2010 – 2011 school year.
- j. Working Papers  
Approval of Thomas Buono as the issuing officer for Working Papers for the 2010 – 2011 school year.
- k. School Emergency Management Guide
- l. Region I Membership Renewal  
Approval of membership renewal in the Northwest Bergen Council for Special Education (NWBCSE) Region I, for the 2010 – 2011 school year.

Roll Call Vote:

## 11. BOARD COMMITTEES

The following are standing Committees of the Board of Education. Appointment to each Committee is at the discretion of the Board President who also serves as ex-officio to all Board Committees:

Each Board member is generally asked to review the committees listed below and develop a schedule of preferences for submittal to the Board President and subsequent appointment at a future meeting.

### COMMITTEES:

1. Finance
2. Personnel
3. Policy
4. Education
5. Student Activities
6. Negotiations
7. Community Relations

### LIASONS:

1. Sports Association
2. Music & Performing Arts Association
3. Scholarship Foundation
4. Bergen County School Boards
5. Home & School Association
6. New Jersey School Boards
7. Legislation

**12. APPOINTMENT AND APPROVALS – REGION I**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded by, to approve the following required appointments and approvals pursuant to NJSA 18A et. seq.

**A. Region I Attorney**

Approval of the reappointment of Fogarty & Hara as Region 1 attorneys for the 2010 – 2011 school year.

**B. Auditor**

Approval of the appointment of VM Associates, Inc., of Mt. Arlington, NJ as auditors for the 2010 – 2011 school year.

Roll Call Vote:

**~ WORKSHOP MEETING AGENDA ~**

**13. CALL TO ORDER****14. STUDENT REPRESENTATIVE REPORT****15. COMMITTEE REPORTS****16. OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS****17. ACTION ITEMS FOR Business Agenda for May 3, 2010, BOARD OF EDUCATION MEETING:**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded:

RESOLVED: That the Board of Education approves/accepts the following business items 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 as per attached document.

**B-2.** Approval of the Board Secretary's and Treasurer's Reports for the month of March, 2010 as per attached document.

**B-3.** Approval of Budget Report as per attached document.

**B-4.** Approval of bills list (check register), for March in-office checks and April bills list as per attached document.

**B-5.** Approval of minutes, March 15, March 21, March 30 and April 19<sup>th</sup> Board of Education meeting, Open and Closed Sessions.

**B-6.** Approval of tuition contracts for student #NH24-21-12-8 and NH26-16-18-9, summer tuition, July 6 – July 30, 2010, at BCSS SpringBoard ESY, at a cost of \$4,300 per student.

**B-7.** Approval of tuition contract for student #NH26-16-18-9, at Ramsey High School, in the amount of \$14,720.99, for the 2009 – 2010 school year.

**B-8.** Approval of tuition contract for student #NH20-9-11-9, at The Holmstead School, in the amount of \$12,727.26, for the remainder of the 2009 – 2010 school year.

**B-9.** Approval of educational services for student #NH23-23-23-23 at the Huntington Learning Center, 6 hrs. per week for 8 weeks, summer, 2010, in the amount of \$2,835, as per attached document.

**B-10.** Approval of tuition contract for student #NH14-19-18-15 at Camp Lee Mar, summer 2010, in the amount of \$9,000 as per attached document.

**B-11.** 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: Dianne Bono  
 What: 2010 Chinese Bridge Delegation: Taking the Next Step  
 Where: Beijing, China  
 When: June 21 – 29, 2010  
 Costs: Registration: \$900

Who: Michael Rightmire  
 What: SchoolWires Software Training Conference  
 Where: Hershey, PA  
 When: May 18-19  
 Registration: \$225  
 Lodging: \$89  
 Mileage: 340 miles round trip

**B-12.** Approval of tuition contract for student #NH26-14-12-9 at The Craig School (Summer 2010 Program), in the amount of \$1,985 per attached document.

**B-13.** Approval of a renewal to participate in the Alliance for Competitive Energy Services (ACES) pertaining to the purchase of natural gas services, as per the attached document.

Roll Call Vote:

**18. ACTION ITEMS FOR Business Agenda for May 24, 2010 BOARD OF EDUCATION MEETING:**

~ None at the present time ~

**19. ACTION ITEMS FOR Region I Agenda for May 3, 2010 BOARD OF EDUCATION MEETING:**

~ None ~

**20. ACTION ITEMS FOR Region I Agenda for May 24, 2010 BOARD OF EDUCATION MEETING:**

~ None at the present time ~

**21. ACTION ITEMS FOR Education Agenda for May 24, 2010 BOARD OF EDUCATION MEETING:**

**a.** Reappointment of the following TENURED & NON-TENURED FACULTY for the 2010-2011 school year, effective September 1, 2010:

L. Ajalat, A. Albanese, P. Albarella, C. Aldea, R. Amatuzzi, G. Bach, S. Barrett, A. Baumann, L. Becourtney, B. Belluzzi, C. Berberian, C. Bohny, P. Brennan, C. Broking, P. Burns Eckstut, X. Cai, A. Canzani, G. Carbone, S. Cerelli, L. Cioffi, W. Cobb, Y. Couth, C. D'Elia, G. deLorenzo, H. DeMarco, M. DeMarco, J. DeStaso, V. DiNallo, C. Doris, L. Dovidio, J. Ferentz, C. Fitzgerald, M. Florio, R. Gamen, F. Gilli, J. Goldberg, L. Goldberg, J. Gordon, J. Gornell, G. Grant, L. Hart, L. Hayne, B. Heffernan, K.



Heinemann, D. Hoberman, J. Intermaggio, S. Jochum, J. Kaminski, M. Kelly, R. Kerne, C. Kiely, P. Koeniges, M. Koth, M. Krzysik, J. Kuzian, S. LaMotta, M. Lardiere, T. LaRocca, P. Leib, C. Locurto, L. Lucas, T. Madigan, R. Malloy, R. Mastropalo, J. Meier, R. Meizys, M. Menzella, R. Merrilees, K. Miller, J. Monahan, A. Moscinski, A. Mugno, P. Naughter, M. O'Brien, D. O'Kane, A. Pascale, T. Paster, P. Patel, M. Perlman, J. Petritsis, J. Pillon-Mingione, J. Quinn, E. Rakowski, D. Rayside, B. Reesbeck, K. Rode, K. Rogers, L. Rokoszak, K. Ruckdeschel, E. Ryman, E. Sandhusen, E. Sardella, J. Saxton, J. Sayegh, C. Schanstine, S. Scheese, S. Schmitt, D. Scrivanich, R. Sikorski, D. Simonetti, M. Sklar, R. Smith, T. Sotiropoulos, S. Spencer, M. Stone, C. Strange, D. Talotta, J. Thompson, A. Torchia, J. Tralongo, J. Verdicchio, T. Viscardi, T. Vogel, D. Walsh, T. Walsh, L. Whalen, T. Witkowski, J. Wodnick, M. Woods-Murphy, R. Zegas, M. Zungoli, E. Zushma.

**b.** Reappointment of the following ADMINISTRATORS for the 2010-2011 school year, effective July 1, 2010: Joseph Occhino, Robert Williams, Lauren Zirpoli.

**c.** Reappointment of the following SUPERVISORS for the 2010-2011 school year, effective September 1, 2010: D. Bono, T. Buono, B. Emra, R. Petrosino, S. Simonetti, G. Trotter.

**d.** Reappointment of the following SECRETARIES for the 2010-2011 school year, effective July 1, 2010: D. Brown, L. Cannizzaro, B. Cucinotta, J. DeBiasi, A. Holuba, J. Jewett, A. Karpinecz, J. Klomburg, B. Ricca, J. Roosa; Effective September 1, 2010: M. Corbett, E. Viapiano.

**e.** Reappointment of the following SPECIAL EDUCATION AIDES for the 2010-2011 school year, effective September 1, 2010: T. Absalom, E. Hooks, M. Sparacio, B. Zahor.

**f.** Reappointment of ALEXANDRA ASARO as a full-time Replacement Teacher of World Languages (Italian) for the 2010-2011 school year, at a total annual salary of \$48,700 (BA, Step 2), effective September 1, 2010.

**g.** Approval of a change in F.T.E. for the following teachers for the 2010-2011 school year:

- C. Berberian - F/T Social Worker to .6
- M. O'Brien - F/T Business Education to .6
- J. Mingione - F/T Math to .6
- E. Ryman - F/T Music to .6
- E. Sardella - F/T World Languages (Italian) to .8
- J. Saxton - from .4 Basic Skills to .6 Guidance
- L. Whalen - F/T World Languages (Spanish) to .2

**h.** Appointment of THEODORE HANNES as a new Substitute Teacher for the 2009-2010 school year.

**i.** Approval of new Out-Of-District Tuition Student for the 2010-2011 school year, per attachment.

**22. DISCUSSION ITEMS/SUPERINTENDENT'S REPORT**

**23. PRINCIPAL'S REPORT**

**24. BOARD PRESIDENT'S REPORT**

**25. OLD BUSINESS**

**26. NEW BUSINESS**

**27. OPEN TO THE PUBLIC**

**28. EXECUTIVE SESSION**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded that the Board move into closed session to discuss personnel.

Board Members Not Present during Executive Session from Initial Roll Call \_\_\_\_\_.

Time:

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded that the Board reconvene in public.

Time:

**29. ACTION ITEMS FOR Education Items for May 3, 2010 BOARD OF EDUCATION MEETING, upon the recommendation of the Superintendent**

**E-1. APPOINTMENT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded:

RESOLVED: That the Board of Education approve the appointment of RODERIC MCLAUGHLIN as School Business Administrator/Board Secretary for the 2010-2011 school year, at a total salary of \$146,000, effective July 1, 2010, subject to contract approval by the Executive County Superintendent.

Roll Call Vote:

**30. ADJOURNMENT**

\_\_\_\_\_ moved, and \_\_\_\_\_ seconded that the meeting be adjourned.

TIME:

All in Favor \_\_\_\_\_

All Opposed: \_\_\_\_\_