

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

Regular Meeting

December 14, 2015

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 9, 2015 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: Computer Science presentation by teacher and students.

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 December 14, 2015, BOARD OF EDUCATION MEETING:**

_____ moved, and _____ seconded:

RESOLVED: That the Board of Education approves/accepts the following business item(s) **B-1** through **B-17**, 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 report for the month of November 2015.
- B-3.** Approval of current bills list (check register) from November 18, 2015 through December 9, 2015, per attachment.
- B-4.** Approval of minutes, November 9, November 16 and November 23, 2015, Board of Education 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: Michael McCabe
 What: National Lacrosse Convention
 Where: Baltimore Convention Center, Baltimore, MD
 When: Friday, January 22 – Sunday, January 24, 2016
 Costs: Registration: \$90
 Hotel: Hilton Baltimore (conference hotel) \$156/night for 2 nights, total \$312
 Mileage: as per NJ OMB Guidelines

Who: Deanna Friedland, Denise Talotta
 What: Seminar: How Mental Health Issues Manifest in the Classroom
 Where: Newmark Education, Scotch Plains, NJ
 When: Thursday, January 28, 2016
 Costs: Registration: \$75 each, totaling \$150
 Mileage: as per NJ OMB Guidelines

- B-6.** Approval of weekly Therapeutic Social Skills Group Therapy Services from West Bergen Mental Healthcare for the period July 1, 2015 through June 30, 2016 for a student (ID 6711), as described in their IEP, \$65 per session, in the approximate amount of \$2,650, per attachment.

B-7. Accept the 2014 – 2015 Audit for the year ended June 30, 2015 and the submission of the CAFR (Comprehensive Annual Financial Report) and the AMR by the firm of Hodulik & Morrison, P.A. with no recommendations pertaining to the annual audit. Therefore, there is no Corrective Action Plan (CAP) required.

B-8. Approval of Appropriation of Unreserved Fund Balance:

WHEREAS, in accordance with the provisions of N.J.A.C. 6A:23A-13.3(d)6, the district may, by board resolution, adjust revenues from the year end excess surplus calculation, and appropriate said funds in the subsequent fiscal year without Commissioner approval; and

NOW, THEREFORE, BE IT RESOLVED, that the Northern Highlands Regional High School Board of Education, accept the recommendation of the School Business Administrator and approve the adjustment of excess Extraordinary Aid revenue from fiscal year 2014-15 surplus calculation, and further, approve the appropriation of said funds in fiscal year 2015-16 in order to offset unbudgeted expenditures or costs in excess of the original budget as follows:

1)	11-000-261-420 (Maintenance-Services)	\$125,000
2)	11-000-262-621 (Gas)	\$ 75,000
		\$200,000 – Total Amount

B-9. Approval of Home Instruction Services Agreement with American Tutor, Inc. (Immediate Care Children’s Psychiatric Center of Parsippany) for a student (ID 6812), beginning November 20, 2015, at a rate not to exceed \$60/hour, per attachment

B-10. Approval of Contract with Xerox Corporation for an amount not to exceed \$4,047 per month (excluding copy overage charges) to enter into a five year lease for seven Xerox copiers, per attachment. The number of copiers was **increased from six to seven at no additional cost** to the district. All proposed Xerox machines are part of New Jersey Term Contract # T2075 GSA/FSS; Xerox Corporation Award # A51145; GSA Pass Through contract # 072610900 Lease.

B-11. Approval to accept a donation of \$5,370 from THE GYM and the American Foundation for Suicide Prevention to further Northern Highlands’ district goal to support student wellness.

B-12. Approval of agreement with Saint Clare’s Hospital for the 2015-2016 school year to provide Home/Bedside Instruction Services at a tutorial rate not to exceed \$55.00 per hour, 1 hour per day, per attachment.

B-13. WHEREAS, the Northern Highlands Regional High School District is the owner of certain surplus property which is no longer needed for public use; and
WHEREAS, the Northern Highlands Regional High School District Board of Education 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 Regional High School District Board of Education of Northern Highlands Regional High School District in Allendale, New Jersey authorizes the sale of Television Production equipment via EBay with a total value of approximately \$1,750; per attachment.

- B-14.** WHEREAS, the Northern Highlands Regional High School Board of Education has solicited bids on four separate occasions for the construction of a new Athletic Coaches Field Viewing Area for the District's football field; and

WHEREAS, on each of the four occasions each bid submitted was substantially higher than the estimated cost for the project Northern Highlands received from LAN Associates, the Architect for the project; and

WHEREAS, the School Business Administrator, James Davis, in conjunction with representatives of LAN Associates, undertook pursuant to N.J.S.A. 40A:11-5 to negotiate with contractors in an attempt to obtain a price for the construction work below the LAN Associates cost estimate for the Athletic Coaches Field Viewing Area construction; and

WHEREAS, Mr. Davis complied with the provisions of N.J.S.A. 40A:11-5(3), which are required to permit for a public entity to engage in such negotiations, including but not limited to notifying each prior bidder of its intent to negotiate, and affording each such bidder an opportunity to participate in said negotiations; and

WHEREAS, that negotiations process has resulted in the District obtaining a proposal from GL Group to construct the Athletic Coaches Field Viewing Area for a total cost of **\$126,742**, said amount to include work by the GL Group on all 6 alternates ; and

WHEREAS, the District ascertained that the services required to construct the Athletic Coaches Field Viewing Area were not available at a cost lower than the negotiated price from any agency or authority of the United States, the State of New Jersey, the County of Bergen, or any municipality on close proximity to Northern Highlands; and

WHEREAS, the terms, conditions, restrictions and specifications set forth in the negotiated contract attached hereto as Exhibit A do not constitute a modification or amendment from the bid specifications which were the subject of the prior competitive bidding process; and

WHEREAS, the total cost for the Athletic Coaches Field Viewing Area construction project, as set forth in Exhibit A attached hereto, is less than the estimate for the work to be performed obtained by the District from LAN Associates;

IT IS HEREBY RESOLVED this 14th day of December, 2015, that, pursuant to N.J.S.A. 40A:11-5(3), the Northern Highlands Regional High School Board of Education hereby awards a contract for the construction of an Athletic Coaches Field Viewing Area at the athletic field to GL Group; and it is further

RESOLVED that the Board hereby authorizes the Board President to execute a contract between the District and GL Group (attached hereto as Exhibit A) on behalf of the Northern Highlands Regional High School Board of Education.

- B-15.** RESOLVED, that the Northern Highlands Regional High School Board of Education authorize the School Business Administrator to transfer up to **\$62,000** from various budget line items to the appropriate budget line items applicable to the purchase and installation of exterior security cameras.

- B-16.** RESOLVED, that the Northern Highlands Regional High School Board of Education accept the professional services proposal from ARMM Associates, Inc. related to renewable solar integration project in the amount of \$12,800, per attachment.
- B-17.** RESOLVED, that the Northern Highlands Board of Education authorize the purchase of Exterior Security Cameras from ePlus Technology through **Hunterdon County Educational Services Commission (HCESC) Physical Security TEC-13-08** in the amount of **\$53,740.90**.

Roll Call:

11. ACTION ITEMS FOR the Education Agenda for December 14, 2015 BOARD OF EDUCATION MEETING:

_____ moved and _____ seconded:

RESOLVED: That the Board of Education approve/accept the following Education items, **E-1** through **E-11**, 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 2015 - 2016 District Organizational Chart, per attachment.
- E-3.** Approve the New Jersey Quality Single Accountability Continuum (QSAC) Equivalency Application, to extend QSAC certification as a high performing district for an additional three years, per attachment.
- E-4.** Approve locations for Project Graduation Field Trip for the Class of 2016, per attachment.
- E-5.** Approve the appointment of BETHANY SCHUBERT as Administrative Assistant to Building & Grounds and Student Activities, for the 2015-2016 school year, effective January 25, 2016 or sooner to June 30, 2016, at a total salary of \$43,735 prorated, per attachment.
- E-6.** Approve the following Athletic/Co-Curricular assignments for the 2015-2016 school year.
1. THEODORA SOTIROPOULOS as Winter Marching Band Advisor (Group 5 \$1,673)
 2. KIM NARDONE as Winter Cheer Advisor (1/2 of Group 5, \$836.50 each)
 3. ELLA ASHABI as Winter Cheer Advisor (1/2 of Group 5, \$836.50 each)
 4. JESSICA MENZELLA as Dance Club Advisor (Group 3, \$3,797)
 5. DENNIS ROWLEY as Volunteer Basketball Coach
 6. LAURA ROKOSZAK as Musical Director (Group 1, \$6,335)
 7. JOSEPH KIELY as Business Manager/Producer (Group 4, \$2,861)
 8. PATRICK BRENNAN as Assistant/Set Construction (Group 4, \$2,861)
 9. CAROLYN ROKOSZAK as Assistant /Choreographer (Group 4, \$2,861)
 10. PATRICK BRENNAN as Assistant/Lights & Tech (Group 4, \$2,861)
 11. GINA SICOLA as Assistant/Set Decoration & Design (1/2 of Group 4, \$1,430.50 each)
 12. KRISTA CARPINO as Assistant/Set Decoration & Design (1/2 of Group 4, \$1,430.50 each)
 13. GERALYN KEELY as Acting/Vocal Coach (Group 4, \$2,861)
 14. THEODORA SOTIROPOULOS as Assistant/Orchestral Director (Group 4, \$2,861)
 15. EDGAR GIRTAIN as Musical Support/Accompanist (Group 5, \$1,673)
 16. PATRICK BRENNAN as Musical Support/Stage Crew Coordinator (Group 5, \$1,673)

E-7. Approve the following staff member to supervise the Library as needed, for morning or afterschool hours for the 2015-2016 school year, at a rate of \$21.00 per hour.

TARA WEISS

E-8. Approve DENNIS ROWLEY and CATHERINE HINCHEM as Substitute Teachers for 2015 - 2016 school year, per attachment.

E-9. Approve the receipt of two out of district Tuition Students for the 2016-2017 school year, per attachment.

E-10. Approve extending the Leave of Absence for MEREDITH SKLAR, Teacher of Art from January 4, 2016 to January 14, 2016, per attachment.

E-11. Approve the extending of additional assignments for JOSEPH INTERMAGGIO at a rate of \$62.62 per day, MARY LARDIERE at a rate of \$62.14 per day, KRISTA CARPINO at a rate of \$43.55 per day, COURTNEY ROJAS at a rate of \$45.87 per day and JESSICA THOMPSON at a rate of \$51.06 per day, for the purpose of Leave Replacement for Teacher of Art from January 4, 2016 to January 14, 2016.

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:

- **Litigation - Field Lighting Project**
- **Negotiations - Sending Districts**

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: _____