

BOARD OF EDUCATION  
HIGH POINT REGIONAL HIGH SCHOOL  
BOARD OF EDUCATION SPECIAL MEETING MINUTES  
March 5, 2013

The Special Meeting of the Board of Education of the High Point Regional High School District was held on Tuesday, March 5, 2013 at 7:02 P.M. at the High Point Regional High School Board Conference Room on Pidgeon Hill Road, Wantage, New Jersey.

**MEMBERS PRESENT**      Mr. Paul Derin, President  
                                 Mrs. Deborah Anderson  
                                 Mrs. Pamela Flynn  
                                 Mr. Kenneth Nelson  
                                 Mr. Ed Risdon, Jr.  
                                 Mr. Charlie Rolon, Jr.  
                                 Mr. Kyle Vealey

**MEMBERS ABSENT**      Mr. Robert Genetelli and Dr. Barbara Miller

**Also Present:** Dr. Terrance R. Brennan, Interim Superintendent; Mrs. Alice E. Bresett, Business Administrator/Board Secretary and members of the public and High Point staff members.

Mr. Derin opened the meeting with the flag salute and the reading of the New Jersey Open Public Meetings Act Statement:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advanced 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 Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Augusta, Branchville, Lafayette, and Sussex Post Offices and notice sent to the New Jersey Herald, and the Clerk of the Boroughs of Branchville and Sussex and the Townships of Frankford, Lafayette and Wantage.

**MISSION STATEMENT**

High Point Regional High School, in partnership with faculty, family and community, is dedicated to the quest for individual excellence. By fostering high standards of achievement, we prepare students to become responsible and productive members of a diverse society.

**INDUCTION AND ADMINISTRATION OF OATH OF OFFICE**

Mr. Derin announced that the induction and administration of the Oath of Office for Dr. Miller who was appointed to fill a vacant seat on the Board of Education through December 31, 2013. (N.J.S.A:18A17.11) will be held at a later date due to her absence.

**2013-2014 Budget**

Mrs. Alice Bresett provided a power point presentation of the 2013-2014 school budget.

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PUBLIC COMMENT**

Diane Rose, Wantage resident, asked for some clarification on the Science Lab renovations. Mrs. Bresett clarified.

Mr. Ronald Bassani, Wantage Township Mayor, applauded the High Point Board of Education for their decision to maintain a zero tax levy increase.

Dr. Terrance Brennan thanked the Administration and especially Alice Bresett for the work on the budget process.

Mr. Getler, Wantage resident, thanked the Board for decision to maintain a zero tax levy increase.

Paul Derin, thanked Mr. Rolon and Mrs. Flynn for their work with Alice Bresett and Dr. Brennan on the budget.

Mr. Nelson thanked the teachers for being cooperative in the recent contract negotiations.

Mrs. Flynn pointed out that the teachers kept their increases low, even though they now contribute to their benefits.

**CURRICULUM AND INSTRUCTION**

A motion was made by Mr. Derin, duly seconded by Mr. Risdon, that the Board approve the following resolutions:

BE IT RESOLVED, that the Board approve the field trips as listed in Attachment A-1.

The motion carried by a voice vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

BE IT RESOLVED, that the Board approve the staff professional development workshops as listed in Attachment A-2.

The motion carried by a voice vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

**FINANCE AND INSURANCE**

A motion was made by Mr. Rolon, duly seconded by Mrs. Flynn, that the Board approve the following resolution:

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FINANCE AND INSURANCE, cont.**

BE IT RESOLVED, that the High Point Regional High School Board of Education approve the adoption of the tentative school budget for the 2013-2014 school year as follows:

**Capital Reserve Account Withdrawal  
Renovation of 2 Science Labs**

BE IT RESOLVED that the High Point Regional High School Board of Education requests the approval of a capital reserve withdrawal in the amount of \$400,000. The district intends to utilize these funds for the Science Lab project #2165-030-10-2000 at the High Point Regional High School.

**Travel and Related Expense Reimbursement 2013-2014**

WHEREAS, the High Point Regional High School Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a High Point Regional High School Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the High Point Regional High School Board of Education to be necessary and unavoidable as noted on the approved High Point Regional High School Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the High Point Regional High School Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved High Point Regional High School Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the High Point Regional High School Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$100,000 for all staff and board members.

**Adoption of Tentative Budget 2013-2014**

BE IT RESOLVED that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures and the Secretary to the High Point Regional High School Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

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	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	TOTAL
2013-14 Total Expenditures	\$23,325,800.00	\$238,065.00	\$192,538.00	\$23,756,403.00
Less: Anticipated Revenues	<u>\$7,447,366.00</u>	<u>\$238,065.00</u>	<u>\$0.00</u>	<u>\$7,685,431.00</u>
Taxes to be Raised	<u>\$15,878,434.00</u>	<u>\$0.00</u>	<u>\$192,538.00</u>	<u>\$16,070,972.00</u>

And to advertise said tentative budget in the **New Jersey Herald** in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Cafeteria Annex at High Point Regional High School, 299 Pidgeon Hill Road, Sussex, New Jersey on March 26, 2013 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

The motion carried by a roll call vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

BE IT RESOLVED, that the Board approve the proposal from HQW Architects in the amount of \$18,650 for architectural/engineering design fees for the bid and permit drawings and specifications; and \$4,800 for construction administration through the project closeout. This project is for the Science Lab Renovations as approved by State Project #2165-030-10-2000.

The motion carried by a roll call vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	No
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Abstain

BE IT RESOLVED, that the Board approve the following tuition contract between High Point Regional High School (sending) and the following district and related information:

	DISTRICT	STUDENT	TIME FRAME	TUITION COST
1	Marlboro, In patient - New Hope Foundation, Marlboro, New Jersey	62950	January 28, 2013 – June 30, 2013	\$450.00 per week
2	Willowglen Academy Sparta, New Jersey	33070	January 7, 2013 – June 30, 2013	\$338.77 per diem

The motion carried by a roll call vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

BE IT RESOLVED, that the Board approve the following tuition contract between High Point Regional High School (receiving) and the following district and related information:

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	DISTRICT	STUDENT	TIME FRAME	TUITION COST
1	Wayne Valley High School Wayne, New Jersey	62850	September 5, 2012 – June 30, 2013	\$1,563.00 per month

The motion carried by a roll call vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

**TRANSPORTATION**

A motion was made by Mr. Risdon, duly seconded by Mr. Rolon, that the Board approve the following resolutions

BE IT RESOLVED, that the Board approve the following Parental Contract:

Parent - Mrs. Stromberg

School – High Point Regional

Mrs. Stromberg will transport her daughter to and from High Point Regional starting on Dec. 19<sup>th</sup>, 2012. Mrs. Stromberg will also be responsible for transporting her daughter on all Field Trips. She will transport through the end of the school year. Mrs. Stromberg is to be paid \$75 per day. Her daughter is to arrive at High Point by 8:30 AM and depart at 2:30 PM.

The motion carried by a roll call vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

BE IT RESOLVED, that the Board approve the following Quoted Contracts for field trips:

Havens Bus Service

Route Q-16

Hopatcong High School

Havens Bus Service will transport the Academic Team to Hopatcong High School on the following dates: 2/25, 2/26, 2/27, 2/28 – if win on 2/27 with a snow date of 3/1. The bus will depart High Point at 2:00 PM and return to the school at 7:00 PM. The cost for this trip is \$293 per trip with no inc/dec. The cost for all four trips comes to \$1,172.00.

Dunns Bus Service

Route Q-17

Fairview Lakes YMCA

Dunns will transport the Peer Counseling group to Fairview Lakes YMCA on Wed., Feb. 27, 2013. They are to depart High Point at 2:45 PM. This is a one way drop off only. The cost of this trip is \$175.00 with no inc./dec.

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TRANSPORTATION, cont.**

The motion carried by a roll call vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Abstain
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

**PUBLIC COMMENTS**

Diane Rose, Wantage resident, asked for clarification on the maximum travel expense figure. Alice Bresett responded that it is a figure we use so that the Board does not have to adjust it in the future. Mr. Derin responded that these figures are monitored by state regulations.

Mr. Bassani, Wantage Mayor, asked why the student's name was listed on the transportation motion.

**EXECUTIVE SESSION**

Mr. Derin read the following:

WHEREAS, Chapter 231 P.L. 1975, also known, as the Sunshine Law, authorizes a public body to meet in executive session under certain limited circumstances, and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive and private session,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the High Point Regional High School District that it does hereby determine that it is necessary to meet in executive session at this time. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

A motion was made by Mr. Derin, duly seconded by Mrs. Flynn, to enter into executive session for the purpose of discussing the Superintendent search and legal items which are exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, "Open Public Meetings Act." Any discussions held by the Board which need not remain confidential will be made public when appropriate. Minutes of the Executive Session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the Executive Session. Mr. Derin stated that Executive Session he estimates will be 1 1/4 hours.

The motion carried by a voice vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Yes	Mr. Vealey	Yes

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EXECUTIVE SESSION, cont.**

A motion was made by Mrs. Flynn, duly seconded by Mrs. Anderson, that the Board adjourn from Executive Session and reconvene to regular session at 9:30 P.M.

The motion carried by a voice vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Absent for vote	Mr. Vealey	Yes

**MEMBERS PRESENT** Mr. Paul Derin, President  
Mrs. Deborah Anderson  
Mrs. Pamela Flynn  
Mr. Ed Risdon, Jr.  
Mr. Charlie Rolon, Jr.  
Mr. Kyle Vealey

**MEMBERS ABSENT** Mr. Robert Genetelli, Dr. Barbara Miller and Mr. Kenneth Nelson (left at 9:00 P.M.)

A motion was made by Mr. Derin, seconded by Mr. Rolon, that the Board approve the Interim Superintendent Goals and Objectives for the remainder of the 2013-14 school year as listed:

**Goal 1:**

Advise and recommend to the Board of Education the best administrative structure which would provide sound fiscal responsibility, appropriate educational supervision and efficient district leadership.

Objective 1.1 Review the feasibility of combining the positions of Superintendent/ Principal as opposed to the two separate positions currently in practice.

Objective 1.2 Study the current organizational structure pertaining to the chairpersons versus the supervisors of instruction and ascertain the best supervisory approach. A recommendation/report should be made to the Board of Education in time for the development of the 2014-2015 budget process.

**Goal 2:**

Work towards improving the relationships between the Board of Education and the staff by helping the Board of Education create a more positive work environment within the high school.

Objective 2.1 In order to reinforce and support this goal's achievement proper protocol will need to be followed in that all district staff and employees will be expected to first communicate only through the Superintendent specific to any district issue. Guidelines, Board of Education policy, and the district's organizational chart, pertinent to proper protocol, must be provided to all district personnel in order that they gain complete understanding

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Objective 2.2 All Board of Education members will support the Superintendent in his efforts to provide insight specific to proper protocol and its follow-through.

**Goal 3:**

Help and assist the coordination of efforts regarding the decision-making process specific to the proposed sending/receiving relationship between High Point Regional High School and the Montague Elementary School district.

Objective 3.1 Provide the Board of Education with an assessment of the potential positive and negative impact regarding such a relationship.

The motion carried by a voice vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Absent for vote	Mr. Vealey	Yes

**ADJOURNMENT**

With no further action or discussion required of the High Point Regional High School Board of Education at this time, a motion was made by Mr. Risdon, seconded by Mrs. Flynn, to adjourn the regular meeting at 9:30 P.M.

The motion carried by a voice vote.

Mr. Derin	Yes	Mr. Genetelli	Absent	Mr. Risdon	Yes
Mrs. Anderson	Yes	Dr. Miller	Absent	Mr. Rolon, Jr.	Yes
Mrs. Flynn	Yes	Mr. Nelson	Absent for vote	Mr. Vealey	Yes

Respectfully submitted,

Alice E. Bresett  
Board Secretary/Business Administrator

AEB:fw