

BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
BOARD OF EDUCATION MEETING MINUTES
February 27, 2012

The Regular Meeting of the Board of Education of the High Point Regional High School District was held on Monday, February 27, 2012 at 7:00 P.M. at the High Point Regional High School Cafeteria Annex on Pidgeon Hill Road, Wantage, New Jersey.

MEMBERS PRESENT Mr. Walter Stumpf Jr., President
 Mrs. Pamela Flynn
 Mr. Thomas Case
 Mr. Paul Derin
 Mr. Joseph Hoffmann
 Mr. Charles Musilli, III
 Mr. Kenneth Nelson
 Mr. Charlie Rolon, Jr.

MEMBERS ABSENT Mr. Edward Vander Berg

Also Present: Dr. John W. Hannum, Superintendent; Ms. Carolyn B. Joseph, Interim Business Administrator/ Interim Board Secretary; and members of the public and High Point staff members.

Mr. Stumpf 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.

APPROVE MINUTES

A motion was made by Mr. Musilli, duly seconded by Mrs. Flynn, that the Board approve the minutes of the following meetings of the Board of Education as amended:

January 23, 2012 Regular Meeting
January 23, 2012 Executive Session
February 2, 2012 Regular Meeting

The motion carried with a voice vote, with Mr. Case abstaining on the January 23, 2012 Regular Meeting and the January 23, 2012 Executive Session.

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 2
PUBLIC COMMENTS - AGENDA ITEMS ONLY**

Mrs. Anderson stated that the Agenda was not available on the Web Page. Dr. Hannum responded that we have been making an effort and that it was posted at 5:00 pm.

PRESENTATIONS:

HPEA Report

Mrs. Deborah Anderson, HPEA President, updated the Board as follows:

- Many meetings have taken place since the last Board Meeting
 1. Use of the corrective action to assist the staff members' having a problem as a means to offer guidance seems to be helping.
 2. We have a disagreement with the contract language regarding sixth periods
 3. The contract language regarding the Sick Leave Bank will be given to the Administration by the end of the week.

Student Council

Lenna Daniels, Speaker of the House, updated the board on Student Council activities.

- Penny fund raiser
- Catherine's Closet
- Prom fashion show
- Red Cross community brunch
- Links for life

Principal's Report

Mr. Costello, Principal, updated the Board on the following High School activities:

- The sophomores and the juniors are now able to set their schedule on line through Power School. The portal is open to students and parents
- Next week begins HSPA testing
- Parent Advisory Committee met on the 15th
- Student Advisory Committee met on the 16th
- Faculty Advisory Committee will meet soon
- Faye Paskas, teacher, has coordinated bringing 22 – 23 Spanish Students to host family homes within the next month.

Curriculum and Instruction

Mr. Scott Ripley updated the Board of Education on the following Curriculum and Instruction items:

- We have an Appeal of Placement Form available now. It is a means for parents and students to change course placement. Walter Stumpf asked if the form was available to 8th graders. Mr. Costello responded.

Athletics

Mr. Thomas Costello, updated the Board on athletic items including the following:

BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 3

- Report on winter sports, the accomplishments made by the students and our coaches

District Goals

Dr. John Hannum updated the Board of Education on Progress toward Achievement of District Goals.

Dr. Hannum introduced Alice Bresett to the Community.

UNFINISHED BUSINESS

The Board of Education discussed alternative dates for the Board of Education Retreat and decided on March 12, 2012 at 6:00 pm.

CURRICULUM AND INSTRUCTION

The Faculty Attendance rate for January 2012 was 95.1% (Attachment A-1)

The Student Attendance rate for January 2012 was 97.1% (Attachment A-2)

A copy of the suspension report for the month of January was disseminated. (Attachment A-3)

A copy of the Harassment, Intimidation and Bullying Report for the period of January 23, 2012 through February 27, 2012 was disseminated. (Attachment A-4)

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that, upon recommendation of the Superintendent, the Board approve the following items:

RESOLVED, that the Board approve the student field trips listed in Attachment A-5.

RESOLVED, that the Board approve the staff professional development workshops as listed in Attachment A-6.

RESOLVED, that the Board grant permission to approximately seven Dutch students, in association with Atlantic Bridges, to participate in a shadow program with High Point Regional High School, including presentations in foreign language classes, on May 21 and May 22, 2012. Mr. Tallamy is the high school contact for Atlantic Bridges.

The motions unanimously carried by a voice vote.

The Board entered into discussion on the graduation date. Dr. Hannum responded.

PERSONNEL

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that, upon recommendation of the Superintendent, the Board approve the following resolutions:

*BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 4*

PERSONNEL, cont.

RESOLVED, that the Board accept with regret, the retirement notification of Virginia Cook, Teacher of Health and Physical Education, effective June 30, 2012.

RESOLVED, that the Board accept, with regret, the retirement notification of Harold Woods, Teacher of Music, effective June 30, 2012.

RESOLVED, that the Board accept with regret, the retirement notification of William Blackman, Custodian, effective June 30, 2012.

RESOLVED, that the Board approve a twelve- week unpaid leave of absence under the Federal Family Leave Act to Diane Mulford, Paraprofessional Aide, effective February 14, 2012.

RESOLVED, that the Board accept, with regret, the retirement notification of Diane Mulford, effective May 1, 2012.

The motion unanimously carried by a voice vote.

Dr. Hannum expressed that the retirees will be missed.

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that, upon recommendation of the Superintendent, the Board approve the following:

RESOLVED, that the Board approve Maternity/Child Care Leave of Absence for Rebecca Sarno, with an anticipated leave date of May 25, 2012, for the remainder of the 2011-2012 school year.

RESOLVED, that the Board approve the appointment, on a rotating basis, of the following individuals as Administrator for Saturday Detention at the rate of \$50 per hour, not to exceed four hours per each Saturday worked, effective October 22, 2011 through June 30, 2012:

J. Gibson Carter	Donna Lembo
Thomas Costello	Scott Ripley
Rosalie Haller	Jon Tallamy

The motions unanimously carried by a voice vote.

Mr. Derin asked how the Saturday Detention was working. Mr. Tallamy responded.

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that, upon recommendation of the Superintendent, the Board approve the following:

RESOLVED, that the Board approve the submission of County Substitute Certificate Applications for Robert Dickinson and Nicole Pieri to the Department of Education for issuance of a County Substitute Certificate.

RESOLVED, that the Board approve the appointment of the following substitute teachers for the remainder of the 2011-2012 school year:

Robert Dickinson (pending criminal history review and issuance of substitute certificate)

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 5**

James Penhaker
PERSONNEL, cont.

Nicole Pieri
Brittany Whitehead

RESOLVED, that the Board approve the appointment of Lauren Gomez as a Long-Term Substitute Teacher of English effective February 8, 2012, until the return of the permanent teacher holding the position, at Step 1, \$49,445 prorated.

RESOLVED, that the Board approve the appointment of Denise Wilson as mentor teacher to Lauren Gomez for the period commencing on February 8, 2012, for the length of the assignment.

RESOLVED, that the Board approve the personnel listed below to work a sixth period to fill a maternity/child care leave of absence opening in the Math Department, effective February 24, 2012, in accordance with the existing HPEA agreement covering a sixth teaching period at the rate of 18% of BA Step 1 (\$47,785) or \$8,601, prorated for the remainder of the 2011-12 school year to \$3,337.50:

Gene Emering
Christina Puzio
Kirsten Sabo
Gail Cerutti

RESOLVED, that the Board approve the appointment of Tony Daniels and Alan Chiapperino as student mentors for the remainder of the 2011-2012 school year.

RESOLVED, that the Board approve the appointment of Joshua Siramarco in the Co-Operative/Work Study Program for the 2011-2012 school year to work as a Custodian in the Cafeteria for three hours per day, not to exceed 15 hours per week, at the hourly rate of \$8.00.

The motions unanimously carried by a voice vote.

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that, upon recommendation of the Superintendent, the Board approve the following:

RESOLVED, that the Board Alice Bresett, in her position as School Business Administrator/Board Secretary, as:

- ! Custodian of Board of Education Records for OPRA compliance;
- ! Chief Financial Officer and Investment Officer with approved depositories;
- ! Public Agency Compliance Officer (PACO in purchasing compliance);
- ! Qualified Purchasing Agent;

And authorize Mrs. Bresett as School Business Administrator/ Board Secretary to:

- ! Maintain appropriate bonding as required by State statutes;
- ! Make telephone, wire, and electronic transactions of board funds;
- Invest Board funds at the most advantageous rate in compliance with all state laws and regulations.

The motion unanimously carried by a voice vote.

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 6**

EXTRA CURRICULAR

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that, upon recommendation of the Superintendent, the Board approve the following items:

RESOLVED, that the Board approve the appointment of Brian Emma as Sophomore Class Advisor effective for the second semester of the 2011-2012 school year at one-half of Step 1, on the Extra Curricular salary guide, \$3,251, or \$1,625.50.

RESOLVED, that the Board approve the appointment of Seamus Campbell as a volunteer Academic Team co-advisor effective immediately for the remainder of the 2011-2012 school year.

The motions unanimously carried by a voice vote.

POLICY

A motion was made by Mr. Musilli, duly seconded by Mr. Case, that the Board approve the following:

RESOLVED, that the Board approve the first reading of the following new policies/regulations:
(Attachment D-1)

Reg 1240	Evaluation of Superintendent
Policy 1631	Residency Requirement for Person Holding School District Office, Employment, or Position
Policy 3324	Right of Privacy (Teaching Staff)
Policy 4324	Right of Privacy (Support Staff)
Policy 5117	Interdistrict Public School Choice

RESOLVED, that the Board approve the first reading of the following new policies/regulations:
(Attachment D-1)

Reg. 2200	Curriculum content
Reg. 7100	Long-Range Facility Planning

The motions unanimously carried by a voice vote

NEGOTIATIONS

Mr. Case updated the Board on Negotiations. The next meeting is set for Tuesday, February 28, 2012.

BUILDING AND GROUNDS

Mr. Nelson updated the Board on the February 22, 2012 Committee Meeting and the following projects:

- Windows and Doors Project
- Elevator Replacement
- Solar Project
- Track and Tennis Courts Project

BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
 February 27, 2012
 Page 7

FINANCE AND INSURANCE

Mr. Hoffmann reported on Finance Committee Meeting on February 22, 2012.

A motion was made by Mr. Hoffmann, duly seconded by Mrs. Flynn, that the Board approve the following resolutions as amended:

RESOLVED, that the Board accept the Report of the Board Secretary/Business Administrator for the month of January 2012. (Attachment G-1)

RESOLVED, that the Board accept the Report of the Treasurer for the month of January 2012. (Attachment G-2)

We hereby certify, pursuant to N.J.A.C. 6A:23A-16.10 (c)3, that as of the date of the Board Secretary's Monthly Financial Reports, no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10 (c)4.

RESOLVED, that the Board approve the Report of transfers for the month of January 2012. (Attachment G-3)

RESOLVED, that the Board approve for payment the attached schedule of audited bills, dated February 27, 2012. (Attachment G-4)

RESOLVED, that the Board accept the Agency Account, Athletic Account, Cafeteria Account, Capital Reserve Account, Construction Account, Principal Petty Cash, School Store, Student Accounts, Adult Education, Wildcat Discovery and Vending Account reconciliations for January 2012. (Attachment G-5)

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

DISTRICT/SERVICE	STUDENT	TIME FRAME	COST
The Craig School	30265	September 2012 – June 2013	\$41,300.00 Annual Tuition Speech and Lang. \$100 per hour group, \$130 per hour individual Occupational Therapy

Mrs. Joseph gave a power point presentation on the proposed 2012-2013 budget.

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 8**

FINANCE AND INSURANCE, cont.

RESOLVED, that the Board upon recommendation of the Superintendent and School Business Administrator, approve the following resolution:

BE IT RESOLVED to approve the tentative 2012-2013 school district budget as follows:

2012-2013 Budget High Point Regional High School			
	Expenditures		Revenue
General Fund	\$22,959,754	Budgeted Fund Balance	\$390,352
Capital Outlay	292,500	Withdrawal Capital Res.	260,000
Special Revenue Fund	-----	General Fund Tax Levy	16,126,432
Debt Repayment	195,391	Tuition	100,000
		Interest	2,500
		Misc. Revenue	100,000
		State Aid	6,172,970
		Extraordinary Aid	100,000
		Special Revenue	-----
		Ed Jobs Grant	-----
		Debt Service Aid	-----
		Debt Service Tax Levy	195,391
Total Expenditures	\$23,447,645.00	Total Revenue	\$23,447,645.00

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum content Standards and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Pursuant to N.J.A.C. 6A:23A-8.1 (c), the budget as adopted for the 2012-2013 school year shall be provided for public inspection on the district's internet site, and will be made available in print in a "user friendly" summary format within 48 hours after the public hearing on the budget .

The Board entered into discussion on the proposed budget and clarified some key points.

RESOLVED, that the Board approve the submittal of the project application for Extraordinary Aid for the 2012-2013 school year.

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 9**

RESOLVED, that the Board approve an amendment to the long range facility plan to replace the building elevator.

FINANCE AND INSURANCE, cont.

RESOLVED, that the Board approve submission of the following applications to the State Department of Education:

Elevator

Science Labs

Track renovation/tennis court repair

RESOLVED, that the Board approve HQW as Architects on the Elevator Renovation Project.

The motions unanimously carried by a voice vote

TRANSPORTATION

A motion was made by Mr. Hoffmann, duly seconded by Mrs. Flynn, that the Board approve resolutions:

RESOLVED, that the Board approve the following Quoted Contracts for Field Trips for the 2011 – 2012 School Year:

Dunns Bus Service, Inc.

Route Q-22

Dunns Bus Service will transport the Technology Classes to the Edison Lab Complex in West Orange on Feb. 23, 2012 in a 54 passenger school bus. They are expected to depart at 9:00 AM, be picked up at 12:45 PM and return the High School by 2:00 PM. The cost of this trip is \$300.00. There is no adjustment for this trip.

Havens Bus Service, Inc.

Route Q-23

Havens Bus Service will transport the Music Dept. to Chatham High School of February 9, 2012, on a 54-passenger vehicle. They are expected to depart at 7:30 AM, be picked up at 4:00 PM, and return to the High School by 5:30 PM. The cost of this trip is \$489.00 with no adjustment fee.

RESOLVED, that the Board approve the following Joint Agreements for the 2011 – 2012 School Year:

Host – High Point

Joiner – Walkkill

High Point will provide transportation for Walkkill's Share Time students to and from Sussex Tech (with one child being dropped off at his house) at the cost of \$66.50 per day. This route runs twice a day and yearly cost will be \$11,970.00. This route started on the first day of school and will run for 180 days through the end of June 2012.

Host – High Point

Joiner – Sussex Wantage

High Point transported the chorus to and from Mt. Olive on January 13, 2012 on a district bus. There were six High Point students, two Sussex Wantage students and four Frankford students. Sussex Wantage will pay \$122.04 for their share.

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 10**

TRANSPORTATION, cont.

Host – High Point

Joiner – Frankford

High Point transported the chorus to and from Mt. Olive on January 13, 2012 on a district bus. There were six High Point students, two Sussex Wantage students and four Frankford students. Frankford will pay \$247.77 for their share.

The motions unanimously carried by a voice vote.

LITIGATION/LEGAL

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

RESOLVED, that the Board accept the Settlement Agreement and Release between Plaintiff Deborah Anderson and Defendants, High Point Regional High School Board of Education in the amount of \$30,000.00, signed and dated by Deborah Anderson on January 27, 2012. Open Litigation/Legal items will be discussed during Executive Session.

The motion unanimously carried by a voice vote.

Any open Litigation/Legal items will be discussed during Executive Session.

CORRESPONDENCE

- The Rowan family expressed their gratitude and appreciation to Mrs. Henry and the members of the Student Council for their fundraising and support efforts for Team Rowan in the 2012 Cycle for Survival and Links for Life. (Attachment X-1)

MISCELLANEOUS

- The Board was invited to attend High Point's performance of our Spring Musical, *Once Upon A Mattress*. The dates are **March 30, 31 and April 1**. If you are interested in tickets, please let Paula know the date of the performance and the number of tickets.

- Reminder: The high school is in the process of preparing for the 2012 Graduation ceremony. If it is your intent to attend the ceremony, please complete the Graduation 2012 form and return it to Janet Brummell on or before April 2.

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 11**

PUBLIC COMMENTS

Mrs. D. Anderson spoke about the impact that the retirees have had on High Point Regional High School.

BOARD MEMBER NON COMMITTEE REPORTS AND COMMENTS

Walter Stumpf asked the Board Members to complete the NJSBA survey on line.

EXECUTIVE SESSION

Mr. Stumpf read the following:

WHEREAS, Chapter 231 P.L. 1975, also know, 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. Case, duly seconded by Mr. Musilli, to enter into executive session to discuss Negotiations and Pending Litigation at 8:22 pm. The motion unanimously carried by a voice vote.

A motion was made by Mrs. Flynn, duly seconded by Mr. Hoffmann, that the Board adjourn from Executive Session and reconvene to regular session at 8:55 pm. The motion unanimously carried by a voice vote.

MEMBERS PRESENT	Mr. Walter Stumpf Jr., President Mrs. Pamela Flynn Mr. Thomas Case Mr. Paul Derin Mr. Joseph Hoffmann Mr. Charles Musilli, III Mr. Kenneth Nelson Mr. Charlie Rolon, Jr.
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MEMBERS ABSENT	Mr. Edward Vander Berg
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*BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
REGULAR MEETING
February 27, 2012
Page 12*

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 Mrs. Flynn, seconded by Mr. Hoffmann, to adjourn the regular meeting at 8:56 pm. The motion unanimously carried by a voice vote.

Respectfully submitted,

Carolyn B. Joseph
Interim Board Secretary/ Interim Business Administrator

CBJ:fw