

**BOARD OF EDUCATION
HIGH POINT REGIONAL HIGH SCHOOL
BOARD OF EDUCATION MEETING
MINUTES
November 21, 2011**

The Regular Meeting of the Board of Education of the High Point Regional High School District was held on Monday, November 21, 2011 at 7:04 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
Mr. Thomas Case
Mrs. Pamela Flynn
Mr. Joseph Hoffmann
Mr. Charles Musilli, III
Mr. Charlie Rolon, Jr.
Mr. Edward Vander Berg

MEMBERS ABSENT

Mr. Paul Derin and Mr. Kenneth Nelson (Left at 7:40 pm)

Also Present: Dr. John W. Hannum, Superintendent; Ms. Linda A. Alvarez, Business Administrator/ 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 Mrs. Flynn, duly seconded by Mr. Hoffmann, that the Board approve the minutes of the following meetings of the Board of Education as amended:

October 17, 2011 Regular Meeting
October 17, 2011 Executive Session
October 27, 2011 Regular Meeting - amended
October 27, 2011 Executive Session - amended

The motion carried with a voice vote, with Mr. Case and Mr. Nelson abstaining

PUBLIC COMMENTS - AGENDA ITEMS ONLY

Mrs. Gallagher asked about College Prep Science Classes for Special Ed students on line. She asked if there was a C level course. Mr. Ripley responded that there is not.

PRESENTATIONS:

HPEA Report

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

- There will be no holiday party this year.
- Mrs. Anderson expressed the concerns from the staff regarding on-line courses. The staff is concerned over hands-on teaching and how they will be compensated for assisting students with these courses. She distributed a research report regarding on-line courses.
- Mrs. Anderson explained that Dr. Hannum has been attending department meetings. She shared the staff comments regarding meeting content.
- Mrs. Anderson expressed concerns over the creation of an ad hoc committee to address district issues and the perception of poor morale. Dr. Hannum stated that this is part of the district goals at the district level and the building level. Mr. Youngman stated that these committees are to get staff involved.

Student Council

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

- Volleyball fund raiser on November 21, 2011.
- Powder puff football game on November 22, 2011.
- The Student Council will collect gifts for Tilly's Kids and has pledged \$400 to purchase toys.
- The concession stand sales are lower this year by \$232.73.

Principal's Report

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

- Calendar discussion, half day for the day before Thanksgiving.
- NHS Induction December 1, 2011, there are 48 students this year.
- The Candlelight Concert will be December 8, 2011.

Principal's Report, cont.

- Fill the Bus December 20, 2011.
- A report on the Sixth Periods was presented.

Curriculum and Instruction

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

- Local Mentor Plan, this is a three year plan.
- Curriculum Guide/Course Outlines, Science.
 1. It is based on common core standards
 2. It is required for NJQSAC
 3. Special Education Science courses are pending

Mr. Ripley asked if there were any questions regarding Virtual or on-line classes. Mr. Stumpf asked about teacher compensation.

Athletics

Mr. Gib Carter, updated the Board on athletic items including the following:

- Review of the Fall Sports and Student Achievements.

UNFINISHED BUSINESS

Dr. Hannum updated the Board of Education on progress toward District Goals.

Reminder: the Board retreat is January 30, 2012.

ACTION ITEMS

CURRICULUM AND INSTRUCTION

The Faculty Attendance rate for October 2011 was 93.9%. (Attachment A-1)

The Student Attendance rate for October 2011 was 96.3%. (Attachment A-2)

A copy of the suspension report for the month of October 2011 was disseminated. (Attachment A-3)

A copy of the Harassment, Intimidation and Bullying Report for the period of October 17 through November 21, 2011 was provided. (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:

CURRICULUM AND INSTRUCTION, cont.

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 approve the 2011-2014 High Point Regional High School District Local Mentor Plan.
(Attachment A-7)

RESOLVED, that the Board, pursuant to the Inter-district Public School Choice Act §8a and NJAC 6A:12-4.1(a)1, approve a resolution to: (1) limit the enrollment of High Point Regional High School District students in a choice district to a maximum of two percent of the number of students per grade level per year in the district, and/or (2) to a maximum of seven percent of the total number of students enrolled in the district. This resolution shall be in effect from its date of adoption until the Board of Education takes official Board of Education action to rescind or modify the limitation as outlined in this resolution.

RESOLVED, that the Board approve the Curriculum Guides and Course Outlines revised to meet the Common Core State Standards for the following Science courses:

- SCI010 Environmental Science
- SCI20 Basic Biology
- SCI30 Physical Science
- SCI40 Forensics
- SCI102 CP Environmental Science A
- SCI103 CP Environmental Science B
- SCI501 AP Biology
- SCI201 Honors Biology
- SCI202 CP Biology A
- SCI203 CP Biology B
- SCI502 AP Chemistry
- SCI301 Honors Chemistry
- SCI302 CP Chemistry A
- SCI303 CP Chemistry B
- SCI304 CP Environmental Science B 11/12
- SCI503 AP Physics
- SCI401 Honors Physics
- SCI402 CP Physics A
- SCI403 CP Physics B
- SCI404 CP Forensic Science A

The motions unanimously carried by a voice vote.

PERSONNEL

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

PERSONNEL, cont.

RESOLVED, that the Board approve the appointment of Rachele Gaudio as Assistant Transportation Coordinator, at the annual salary of \$34,000, prorated, effective November 21, 2011, for the remainder of the 2011-2012 school year.

RESOLVED, that the Board approve the appointment of Alan Chiapperino as an after-school hall monitor from 2:30 to 6:00 p.m., five days per week at the hourly rate of \$12, for the 2011-2012 school year.

RESOLVED, that the Board approve the following sixth period assignments prorated for the dates specified:
(Payment: In accordance with the existing HPEA agreement this individuals is entitled to 18% of BA Step 1 (\$49,445) or \$8,900 prorated for the dates specified.)

| | |
|-----------------|---|
| Martha Eidam | Effective October 17, 2011 thru end of year |
| Margaret Havens | Effective October 20, 2011 thru end of year |

RESOLVED, that the Board approve the placement of Ayla Utter, a student of Fairleigh Dickinson University, for a one week classroom observation field experience with cooperating teacher, Mrs. Sutton, between January 9, 2012 and January 13, 2012.

RESOLVED, that the Board approve the submission of a County Substitute Certificate Application for John Noon to the Sussex County Department of Education for issuance of a County Substitute Certificate.

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

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

Gregory Calkins
John Noon (pending criminal history and certification)
Leonard Wolff

The motion unanimously carried by a voice vote.

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 withdraw the motion to approve the appointment of Kelly Kuzicki as an Assistant Girls Basketball Coach, effective for the 2011-2012 school year, at the annual salary rate of \$5,345, Step 3, on the 2011-2012 Extra Curricular Salary Guide.

RESOLVED, that the Board approve the appointment of John Noon as an Assistant Boys Basketball Coach, effective for the 2011-2012 school year, at the annual salary rate of \$5,038, Step 1, on the 2011-2012 Extra Curricular Salary Guide, pending receipt of all required paperwork.

EXTRA CURRICULAR, cont.

RESOLVED, that the Board approve the appointment of Lisabeth Muller as Assistant Girls Track Coach, effective for the 2011-2012 school year, at the annual salary rate of \$5,291, Step 5 on the 2011-2012 Extra Curricular Salary Guide.

RESOLVED, that the Board approve the appointment of Kate Harnish and Michael Langan as Saturday Detention Monitors at the hourly rate of \$35, effectively immediately for the 2011-2012 school year.

RESOLVED, that the Board approve the appointment of Kellen Bradley as a volunteer Wrestling coach for the 2011-2012 season.

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 allow home schooled children who reside within our regional district and who are in grades 9 through 12 to participate in the athletic programs offered at High Point Regional High School as directed and outlined in the guidelines issued by the NJSIAA.

RESOLVED, that the Board approve the first reading of the revised policies as listed in Attachment D-1.

| | |
|---------------|---|
| Bylaw 0142 | Board Member qualifications, Prohibited Acts and Code of Ethics |
| Policy 2431.4 | Prevention and Treatment of Sports-Related Concussions and Head Injuries |
| Reg. 2431.4 | Prevention and Treatment of Sports-Related Concussions and Head Injuries |
| Policy 5300 | Use of Defibrillator(s) |
| Policy 5350 | Pupil Suicide Prevention |
| Policy 5512 | Harassment, Intimidation, and Bullying |
| Policy 5600 | Pupil Discipline/Code of Conduct |
| Reg. 5600 | Pupil Discipline/Code of Conduct |
| Policy 8461 | Report Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse |

RESOLVED, that the Board approve the following previously issued regulations:

| | |
|----------|--|
| R 1240 | Evaluation of Superintendent (M) |
| R 1400 | Job Descriptions (M) |
| R 2431.1 | Emergency Procedures for Athletic Practices and Competitions (M) |
| R 2431.2 | Medical Examination to Determine Fitness for Participation in Athletics (M) |
| R 2431.4 | Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) |
| R 2460 | Special Education (M) |
| R 2460.1 | Special Education - Location, Identification, and Referral (M) |
| R 2460.8 | Special Education - Free and Appropriate Public Education (M) |
| R 3160 | Physical Examination (M) |

POLICY, cont.

| | |
|-----------|---|
| R 3221 | Evaluation of Nontenured Teaching Staff Members (M) |
| R 3222 | Evaluation of Tenured Teaching Staff Members (M) |
| R 5200 | Attendance (M) |
| R 5330 | Administration of Medication (M) |
| R 5410 | Promotion and Retention (M) |
| R 5513 | Care of School Property (M) |
| R 5600 | Pupil Discipline/Code of Conduct (M) |
| R 6471 | School District Travel Procedures (M) |
| R 7410 | Maintenance and Repair (M) (for districts with two or less buildings) |
| R 7420 | Handling and Disposal of Body Wastes and Fluids (M) |
| R 7420.1 | Bloodborne Pathogen Exposure Control Plan (M) |
| R 7430 | School Safety (M) |
| R 7650 | School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting (M) |
| R 8420 | Emergency and Non-Fire Evacuation Plan (M) |
| R 8420.1 | Fire and Fire Drills (M) |
| R 8420.2 | Bomb Threats (M) |
| R 8420.4 | Kidnapping (M) |
| R 8420.5 | Asbestos Release (M) |
| R 8420.6 | Accidents To and From School (M) |
| R 8420.7 | Lockdown Procedures (M) |
| R 8420.10 | Active Shooter (M) |
| R 8441 | Care of Injured and Ill Persons (M) |
| R 8451 | Control of Communicable Disease (M) |
| R 8462 | Reporting Potentially Missing or Abused Children (M) |

The motions unanimously carried by a voice vote.

NEGOTIATIONS

Mr. Thomas Case updated the Board on the status of Negotiations with the HPEA.

BUILDING AND GROUNDS

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

RESOLVED, that the Board the approve Annual Required Maintenance Budget Worksheet (M-1) for FY 11-12. (Attachment F-1)

RESOLVED, that the Board approve the Comprehensive Maintenance Plan for FY 11-12. (Attachment F-2)

RESOLVED, that the Board approve Wantage Excavating Company to perform work related to the winter maintenance/ snow removal during the 2011-12 school year. (Attachment F-3)

BUILDING AND GROUNDS, cont.

RESOLVED, that the Board approve the resolution of High Point Regional High School authorizing the execution or acknowledgment and delivery of certain agreements and certain other actions to be taken all in connection with the Morris County Improvement Authority's County of Sussex guaranteed renewable energy program lease revenue bonds (County of Sussex Program), series 2011 (Federally Taxable). (Attachment F-4)
The motions unanimously carried with a voice vote, with Mr. Hoffmann voting No on the fourth resolutions.

FINANCE AND INSURANCE

Mr. Hoffmann updated the Board on the November 16, 2011 Finance Committee Meeting.

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

The Board entered into discussion on the decreased enrollment, Tech tuition, the Health Care contribution and the end of year fund balance surplus. This year a similar surplus is indicated with the insurance callable and RSR fund, extraordinary aid and attrition of staff and students. The Committee requested a special meeting with the auditor in December or January.

RESOLVED, that the Board accept the Report of the Board Secretary/Business Administrator for the month of October 2011. (Attachment G-1) (Attachment G-1)

RESOLVED, that the Board accept the Report of the Treasurer for the month of October 2011. (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 October 2011. (Attachment G-3)

RESOLVED, that the Board approve for payment the attached schedule of audited bills, dated November 21, 2011. (Attachment G-4)

RESOLVED, that the Board accept the Agency Account, Athletic Account, Cafeteria Account, Capital Reserve Account, Construction Account, School Store, Student Accounts, and Vending Account reconciliations for October 2011. (Attachment G-5)

FINANCE AND INSURANCE

RESOLVED, that the Board rescind the following resolution approved at the September 19, 2011 Board of Education Meeting:

RESOLVED, that the Board accept the tuition bill from Sussex County Technical School for FTE 105 students to attend at the cost of \$1,900 per student for the 2011-2012 school year payable in arrears with partial month attendance pro-rated at the per diem rate.

RESOLVED, that the Board accept the tuition bills from Sussex County Technical School which will reflect the following modifications:

- Any student who withdraws on or before the 15th of the month no tuition will be charged.
- Any student who withdraws after the 15th of the month tuition will be charged.

RESOLVED, that the Board pursuant to the requirements of NJPL 2011 Chapter 78, the High Point Regional High School Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program effective January 1, 2012, as follows:

- The Board designates Horizon BlueCross Blue Shield as the Board's FSA Administrator.
- All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this plan.

The motion 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 authorize the Business Administrator to advertize for bids to purchase a 31 passenger handicapped bus. This bus will replace Van #9.

RESOLVED, that the Board approve the following corrected contract with Havens Bus Service for the 2011 – 2012 school year: (Route #12 was incorrect in the agenda from June, 2011)

Havens Bus Service, Inc.
Sept. 1, 2011 – June 30, 2012
To and From School

Bid Number – 07/11/03
Multi Contract # 13
Renewal # 8

| Route # | Destination | 10 – 11 Cost | CPI | # of days | Inc/Dec Per Mile | Total Cost for year |
|---------|--|-----------------|----------|--------------|------------------|------------------------|
| NWSJ-1 | Saint Josephs / Northwest Christian | 42,811.42 | \$526.58 | 180 | \$1.95 | \$43,338.00 |

TRANSPORTATION, cont.

Bid Number 2006-2007-02
Multi Contract # 7
Renewal #5

| Route # | Destination | 10 – 11 Cost | CPI | # of days | Inc/Dec Per Mile | Total Cost for year |
|---------|---------------------|--------------|----------|-----------|------------------|---------------------|
| 7 | High Point Regional | \$47,804.47 | \$587.99 | 180 | \$1.95 | \$48,392.46 |

Multi Contract # 16
Renewal # 18

| Route # | Destination | 10 – 11 Cost | CPI | # of days | Inc/Dec Per Mile | Total Cost for year |
|---------|---------------------|--------------|----------|-----------|------------------|---------------------|
| 15 | High Point Regional | \$64,644.35 | \$795.12 | 180 | \$2.00 | \$65,439.47 |

Multi Contract # 14
Renewal # 20

| Route # | Destination | 10 – 11 Cost | CPI | # of days | Inc/Dec Per Mile | Total Cost for year |
|---------|---------------------|--------------|----------|-----------|------------------|---------------------|
| 11 | High Point Regional | \$52,990.43 | \$651.78 | 180 | \$1.90 | \$53,642.21 |
| 12 | High Point Regional | \$54,200.25 | \$666.66 | 180 | \$1.90 | \$54,866.91 |

Bid Number 2008200902
Multi Contract # 8
Renewal #3

| Route # | Destination | 10 – 11 Cost | CPI | # of days | Inc/Dec Per Mile | Total Cost for year |
|---------|--------------------------------|--------------|----------|-----------|------------------|---------------------|
| HT-1 | Sussex Tech Charter & Veritas | \$45,210.21 | \$556.08 | 180 | \$2.00 | \$45,766.29 |
| HP-3 | Pope John, Rev. Brown, Hilltop | 46,186.78 | \$568.09 | 181 | \$2.00 | \$46,754.87 |

RESOLVED, that the Board approve the following Quoted Contract for the 2011 – 2012 School Year:

TRANSPORTATION, cont.

First Student Newton
Route HSQ-1112
Home From High Point Reg.

First Student will transport one High Point student home from school only starting on November 14, 2011, at the per diem rate of \$49.00. This will run till the end of the year for a maximum of 135 days which would be \$6,615.00. The student is to be picked up at 1:25 PM and taken home.

The motion unanimously carried by a voice vote.

LITIGATION/LEGAL

A motion was made by Mr. Vander Berg, duly seconded by Mr. Case, that the Board acknowledge the settlement agreement in the case of Montalvo v. High Point Regional School District in the amount of \$9,000. The motion unanimously carried by a voice vote.

CORRESPONDENCE

Nothing at this time.

MISCELLANEOUS

Nothing at this time.

PUBLIC COMMENTS

None were heard.

BOARD MEMBER NON COMMITTEE REPORTS AND COMMENTS

Mr. Stumpf reported on the State Board of Education meeting on November 19, 2011 and the Annual Delegate Assembly's move to amend the fingerprint regulations and the School Board Contest to be announced in the Spring.

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 Mrs. Flynn, to enter into executive session to discuss Grievance, Negotiations and Pending Litigation at 8:34 pm. The motion unanimously carried by a voice vote.

A motion was made by Mr. Musilli, duly seconded by Mrs. Flynn, that the Board adjourn from Executive Session and reconvene to regular session at 9:08 pm. The motion unanimously carried by a voice vote.

MEMBERS PRESENT

Mr. Walter Stumpf Jr, President
Mr. Thomas Case
Mrs. Pamela Flynn
Mr. Joseph Hoffmann
Mr. Charles Musilli, III
Mr. Charlie Rolon, Jr.
Mr. Edward Vander Berg

MEMBERS ABSENT

Mr. Paul Derin and Mr. Kenneth Nelson (Left at 7:06 pm)

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. Musilli, seconded by Mrs. Flynn, to adjourn the regular meeting at 9:10 pm. The motion unanimously carried by a voice vote.

Respectfully submitted,

Linda A. Alvarez
Board Secretary/ Business Administrator

LAA:fw