

**HIGH POINT REGIONAL HIGH SCHOOL
SUSSEX, NEW JERSEY 07461
BOARD OF EDUCATION MEETING
AGENDA**

**November 21, 2011
7:00 p.m.**

I CALL TO ORDER

II FLAG SALUTE

III 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 the 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, Sunday Herald and the Clerk of the Boroughs of Branchville and Sussex and the townships of Frankford, Lafayette, and Wantage.

IV MISSION STATEMENT

HIGH POINT REGIONAL HIGH SCHOOL, IN PARTNERSHIP WITH STAFF, 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

V APPROVAL OF MINUTES

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

VI PUBLIC COMMENTS - AGENDA ITEMS ONLY

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VII PRESENTATIONS

HPEA Report

Mrs. Debbie Anderson, HPEA President, will update the Board on HPEA items.

Student Council

Leena Daniels, Speaker of the House, will update the Board on Student Council activities.

Principal's Report

Mr. Gregory Youngman will update the Board on high school activities.

Curriculum and Instruction

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

- Local Mentor Plan
- Curriculum Guide/Course Outlines - Science

Athletics

Mr. Gib Carter will inform the Board of Education on items relating to Athletics.

VIII UNFINISHED BUSINESS

- Dr. Hannum will update the Board of Education on progress toward District Goals.

IX ACTION ITEMS

A. CURRICULUM AND INSTRUCTION

1. The Faculty Attendance rate for October 2011 was 93.9% (Attachment A-1)
2. The Student Attendance rate for October 2011 was 96.3% (Attachment A-2)
3. Enclosed is a copy of the suspension report for the month of October 2011. (Attachment A-3)

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4. Enclosed is a copy of the Harassment, Intimidation and Bullying Report for the period of October 17 through November 21, 2011. (Attachment A-4)
5. It is recommended that the Board of Education approve the field trips as listed in Attachment A-5. **(ACTION)**
6. It is recommended that the Board of Education approve the staff professional development workshops as listed in Attachment A-6. **(ACTION)**
7. It is recommended that the Board of Education approve the 2011-2014 High Point Regional High School District Local Mentor Plan. **(ACTION)** Attachment A-7
8. It is recommended that the Board of Education, 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. **(ACTION)**
9. It is recommended that the Board of Education approve the Curriculum Guides and Course Outlines revised to meet the Common Core State Standards for the following Science courses: **(ACTION)**

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

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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

B. PERSONNEL

The **Personnel and Policies Committee** will meet at **6:00 p.m.** The Superintendent will make recommendations to the Personnel and Policies Committee on the following:

1. It is recommended that the Board of Education 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. **(ACTION)**
2. It is recommended that the Board of Education 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. **(ACTION)**
3. It is recommended that the Board of Education approve the following sixth period assignments prorated for the dates specified: **(ACTION)** (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
4. It is recommended that the Board of Education 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. **(ACTION)**

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5. It is recommended that the Board of Education 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. **(ACTION)**
6. It is recommended that the Board of Education approve the appointment of the following individuals as substitute teachers for the remainder of the 2011-2012 school year: **(ACTION)**
 - Gregory Calkins
 - John Noon (pending criminal history and certification)
 - Leonard Wolff

C. EXTRA CURRICULAR

1. It is recommended that the Board of Education 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. **(ACTION)**
2. It is recommended that the Board of Education 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. **(ACTION)**
3. It is recommended that the Board of Education 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. **(ACTION)**
4. It is recommended that the Board of Education 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. **(ACTION)**
5. It is recommended that the Board of Education approve the appointment of Kellen Bradley as a volunteer Wrestling coach for the 2011-2012 season. **(ACTION)**

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D. POLICY

1. It is recommended that the Board of Education 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. **(ACTION)**

2. It is recommended that the Board of Education approve the first reading of the revised policies as listed in Attachment D-1. **(ACTION)**
 - 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

3. It is recommended that the Board of Education approve the following previously issued regulations: **(ACTION)**
 - 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)

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- 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)

E. NEGOTIATION

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

F. BUILDING AND GROUNDS

1. It is recommended that the Board approve the Annual Required Maintenance Budget Worksheet (M-1) for FY 11-12. (Attachment F-1) **(ACTION)**
2. It is recommended that the Board approve the Comprehensive Maintenance Plan for FY 11-12. (Attachment F-2) **(ACTION)**

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3. It is recommended 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) **(ACTION)**
4. It is recommended 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 Count of Sussex guaranteed renewable energy program lease revenue bonds (County of Sussex Program), series 2011 (Federally Taxable). (Attachment F-4) **(ACTION)**

G. FINANCE AND INSURANCE

Mr. Joseph Hoffmann will update the Board on the November 16, 2011 Finance Committee Meeting.

1. It is recommended that the Board accept the Report of the Board Secretary/Business Administrator for the month of October 2011. (Attachment G-1) **(ACTION)**
2. It is recommended that the Board accept the Report of the Treasurer for the month of October 2011. (Attachment G-2) **(ACTION)**

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.

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3. It is recommended that the Board approve the Report of transfers for the month of October 2011. (Attachment G-3) **(ACTION)**
 4. It is recommended that the Board approve for payment the attached schedule of audited bills, dated November 21, 2011. (Attachment G-4) **(ACTION)**

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5. It is recommended 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) **(ACTION)**
6. It is recommended that the Board rescind the following resolution approved at the September 19, 2011 Board of Education Meeting: **(ACTION)**

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.

7. It is recommended that the Board accept the tuition bills from Sussex County Technical School which will reflect the following modifications: **(ACTION)**
 - a. Any student who withdraws on or before the 15th of the month no tuition will be charged.
 - b. Any student who withdraws after the 15th of the month tuition will be charged.
8. 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: **(ACTION)**
 - a. The Board designates Horizon BlueCross Blue Shield as the Board's FSA Administrator.
 - b. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this plan.

H. TRANSPORTATION

1. It is recommended that the Board authorize the Business Administrator to advertize for bids to purchase a 31 passenger handicapped bus. This bus will replace Van #9. **(ACTION)**

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2. It is recommended 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)
(ACTION)

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

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

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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

3. It is recommended that the Board approve the following Quoted Contract for the 2011 - 2012 School Year: **(ACTION)**

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.

I. LITIGATION/LEGAL

1. It is recommended that the Board of Education acknowledge the settlement agreement in the case of Montalvo v. High Point Regional School District in the amount of \$9,000. **(ACTION)**

X CORRESPONDENCE

- Nothing at this time.

XI MISCELLANEOUS

- Nothing at this time.

XII PUBLIC COMMENTS

XIII NON COMMITTEE BOARD MEMBER REPORTS/COMMENTS

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XIV EXECUTIVE SESSION

A motion will be made that the High Point Regional High School Board of Education enter Executive Session to discuss items regarding a Grievance and Negotiations 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. Action may be taken.

XV ADJOURNMENT

JWH:pem

11/17/11