

**HIGH POINT REGIONAL HIGH SCHOOL**  
**SUSSEX, NEW JERSEY 07461**  
**BOARD OF EDUCATION MEETING AGENDA**  
**September 19, 2011**  
**7:00 p.m.**

There will be a special academic awards ceremony  
at 6:00 p.m. in the Auditorium  
Refreshments will be served in the Senior Courtyard  
immediately following the ceremony

**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**

August 15, 2011 - Regular Meeting  
August 15, 2011 - Executive Session  
September 1, 2011 - Regular Meeting

**VI PUBLIC COMMENTS - AGENDA ITEMS ONLY**

## **VII PRESENTATIONS**

### **HPEA Report**

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

### **Student Council**

Lenna 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.

- Opening of school
- Class of 2011 academic summary results

### **Curriculum and Instruction**

Mr. Scott Ripley will update the Board on items relating to Curriculum and Instruction.

- Virtual Learning

### **Athletics**

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

## **VIII UNFINISHED BUSINESS**

Dr. Hannum, Superintendent, will share with the Board of Education the Action Plan concerning the 2011-2012 District Goals. (Attachment VIII-1)

## **IX ACTION ITEMS**

### **A. CURRICULUM AND INSTRUCTION**

**For information purposes only:** Staff member Josephine Aiello will supervise and offer a trip to Italy for any interested foreign language student for 10 days at the end of June in 2012. This trip will be available through a third-party non-affiliated agency. There is no financial obligation and no other associated responsibility of the Board of Education. All expenses will be paid by the participant(s).

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1. Enclosed is a copy of the Harassment, Intimidation and Bullying Report for the period of September 2, through September 19, 2011. Attachment A-1
2. It is recommended that the Board of Education approve the student field trips. (Attachment A-2) **(ACTION)**
3. It is recommended that the Board of Education approve the staff professional development workshops as listed in Attachment A-3. **(ACTION)**
4. It is recommended that the Board of Education approve the Student Handbook and the Teacher Handbook for the 2011-2012 school year. **(ACTION)**

**B. PERSONNEL**

The **Personnel and Policies Committee** will meet at **5:00 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 accept, with regret, the retirement notification of Michael Hingston, Teacher of World Languages, effective November 15, 2011, (60 days from September 15) or earlier based on mutual agreement. **(ACTION)**
2. It is recommended that the Board of Education reinstate Marc Russell as Teacher of Spanish, at BA30 Step 6, \$58,073, on the 2011-2012 salary guide effective September 19, 2011. **(ACTION)**
3. It is recommended that the Board of Education approve the submission of the following County Substitute Certificate Applications to the Sussex County Department of Education for issuance of a County Substitute Certificates. **(ACTION)**

Thomas Doran

Rebecca Fountaine

4. It is recommended that the Board of Education approve the following individuals as substitute teachers for the 2011-2012 school year: **(ACTION)**

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Thomas Doran\*  
Gloria Zettel

Rebecca Fontaine\*  
Laura Zukowski

\* pending issuance of certification

5. It is recommended that the Board of Education approve the appointment of the following student learners in the Co-Operative Work Study Program effective for the 2011-2012 school year to work for 3 hours per day at the hourly rate of \$8.00: **(ACTION)**

<u>Name</u>	<u>Area</u>
Michael Ferrara	Roadkill
Alexis Kyzer	Roadkill
Erinn O'Leary	Roadkill

6. It is recommended that the Board of Education approve the following personnel for a sixth period teaching assignment as noted for the 2011-2012 school year: **(ACTION)**

Seamus Campbell	U.S. History 2 A	Period 3
Chris Henry	U.S. History 2 A	Period 7
Thomas Ryan	U.S. History 2 A	Period 6
Mickey Thomas	U.S. History 2 B	Period 6
Helen Woolley	English 9	Period 3

Payment: In accordance with the existing HPEA agreement these individuals are entitled to 18% of BA Step 1 (\$49,445) or \$8,900 each.

In lieu of duty:

Josephine Aiello	Honors Italian 4	Period 8
Lore Toedtmann	Honors German 3	Period 6

7. It is recommended that the Board of Education approve the following contract revisions for the 2011-2012 school year, in accordance with the terms of the HPEA Agreement: **(ACTION)**

Cosentino, William (Health & Physical Education)

From: BA Step 9      \$60,705

To: BA20 Step 9      \$64,954

Reason: Additional Graduate Credits

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Drelick, Brian (Technology)  
From: MA20 Step 11 \$87,092  
To: MA30 Step 11 \$90,630  
Reason: Additional Graduate Credits

Emma, Brian (Business)  
From: BA Step 5 \$51,005  
To: BA10 Step 5 \$52,790  
Reason: Additional Graduate Credits

Fenlon, Kevin (Technology)  
From: MA30 Step 11 \$90,630 + \$1,920 Longevity = \$92,550  
To: MA45 Step11 \$91,338 + \$1,920 Longevity = \$93,258  
Reason: Additional Graduate Credits

Harnish, Kate (Special Education)  
From: BA10 Step 4 \$51,486  
To: BA 20 Step 4 \$53,227  
Reason: Additional Graduate Credits

Kappler, Benjamin (Technology)  
From: BA 10 Step 8 \$59,155  
To: BA20 Step 8 \$61,156  
Reason: Additional Graduate Credits

Price, M Rachel (Special Education)  
From: MA20 Step 11 \$87,090 + 960 Longevity = \$88,050  
To: MA30 Step 11 \$90,630 + 960 Longevity = \$91,590  
Reason: Additional Graduate Credits

Retz, Jill (Mathematics)  
From: MA Step 8 \$65,728  
To: MA10 Step 8 \$68,014  
Reason: Additional Graduate Credits

Wilson, Denise (Special Education)  
From: MA10 Step 11 \$84,258 + \$960 Longevity = \$85,218  
To: MA20 Step 11 \$87,080 + \$960 Longevity = \$88,050  
Reason: Additional Graduate Credits

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Zaremba, Stacey (Science)  
From: MA Step 10      \$75,043  
To:    MA30 Step 10    \$83,526  
Reason: Additional Graduate Credits

8.    It is recommended that the Board of Education approve a contract revision to Scott Ripley for a MA+45 salary guide incentive of \$500 for the 2011-2012 school year. **(ACTION)**
  
9.    It is recommended that the Board of Education approve the appointment of Brian Emma and Joan Smith as Structured Learning Experience Coordinators for the 2011-2012 school year. **(ACTION)**

**C.    EXTRA CURRICULAR**

1.    It is recommended that the Board of Education approve the appointment of Art Mina as Head Ski Coach at Step 5, \$4,535 on the 2011-2012 Extra Curricular Salary Guide, effective for the 2011-2012 school year. **(ACTION)**
  
2.    It is recommended that the Board of Education approve the individuals listed below as volunteers to assist with set construction, lighting, costumes, and ticket sales for the fall drama production, "You Can't Take it With You."  
**(ACTION)**

Ken Enhoffer	Steve Wagner
Bill McMaster	Harold Woods
Walter Krynicky	Ken Farah
James Lesch	Carmen Torres
Anthony Ciuffitelli	Lee Oberg
John Rockenfeller	Kelly Farah
Tammy Kanunaido	Janice Viterito
Jeaninne Niehoff	Linda Osborne
Jackie Texel	Richard Pauls
Donna Polagye	Sam Stillings
Rose Riccardi	Amy Roberts
Andy Roberts	Louis Pieri
Luke Gomez	Matt Ciuffitelli

**D. POLICY**

1. It is recommended that the Board of Education approve the first reading of the following new policies: **(ACTION)**  
Attachment D-1

Policy 3125.2 Employment of Substitute Teachers

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

Policy 0144 Board Member Orientation and Training  
Policy 2440 Summer Session  
Policy 5468 Virtual Instruction  
Policy 6660 Student Activity Fund

**E. NEGOTIATIONS**

**F. BUILDING AND GROUNDS**

1. It is recommended that the Board authorize advertising for quotes to repair the three tennis court surfaces and include power washing, crack repair, acrylic re-surfacing, filler and finish and line striping. **(ACTION)**
2. It is recommended that the Board authorize advertising for quotes for repair of the tennis court fencing. **(ACTION)**
3. It is recommended that the Board approves advertising for bids for repairs to the running track. **(ACTION)**
4. It is recommended that the Board approve an agreement with Industrial Appraisal Company to conduct an on-site inspection and appraisal of the buildings, site improvements, fixed equipment and movable equipment associated for the fee of \$4,820.00, to provide Annual Updating of Property Inventory and Accounting Cost Record for the annual fee of \$200 and an Annual Updating of Insurable values for the annual fee of \$370. **(ACTION)**

**G. FINANCE AND INSURANCE**

Mr. Joseph Hoffmann will update the Board on the September 15, 2011, Finance Committee Meeting.

1. It is recommended that the Board accept the Report of the Board Secretary/Business Administrator for the months of July 2011 and August 2011. (Attachment G-1a and G-1b)
2. It is recommended that the Board accept the Report of the Treasurer for the months of July 2011 and August 2011. (Attachment G-2a and G-2b)

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 August 2011. (Attachment G-3) **(ACTION)**
  4. It is recommended that the Board approve for payment the attached schedule of audited bills, dated September 19, 2011. (Attachment G-4) **(ACTION)**
  5. It is recommended that the Board accept the Student Accounts, Agency Account, Athletic Account, School Store, Vending Account, Capital Reserve Account, Construction Account and Cafeteria Account reconciliations for August 2011. (Attachment G-5) **(ACTION)**
  6. It is recommended that the Board approve cancellations of various checks in the amount of \$893.96 to close out the Chase Account and redeposit that amount into the general fund account as miscellaneous revenue. **(ACTION)**

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7. It is recommended that the Board approve cancellations of various checks in the amount of \$7,961.70 to close out the Chase Account and redeposit that amount into the net pay account. **(ACTION)**
8. It is recommended that the Board approve cancellation of check #002847 in the amount of \$688.70 and return the amount to general fund account as miscellaneous income. **(ACTION)**
9. It is recommended that the Board authorize the submission of the IDEA application for Fiscal Year 2012, and accept the grant award of \$229,510 for the FY 2012 IDEA in agreement with the guidelines of the application. **(ACTION)**
10. It is recommended 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. **(ACTION)**
11. It is recommended that the High Point Regional High School District Board of Education agree to participate in the **Alliance for Competitive Telecommunications** with the Middlesex Regional Educational Services Commission (MRESC) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO). The MRESC shall be the lead Agency for this program. All current and future members of the MRESC Cooperative Pricing system are invited to participate in the **Alliance for Competitive Telecommunications, which is intended to fulfill school districts obligation under 18A:55-3 and offer other co-op members a competitive pricing model.**

The Co-op Member shall provide the awarded vendor with accurate data, i.e. telephone line numbers, locations and any other appropriate information necessary for the provision of service.

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The Co-op Member may accept the contract award to the successful vendor(s) for such services as may be needed if it is advantageous to do so. The Co-op Member shall not withdraw from this agreement if they award a contract to the named vendor(s).

The Co-op Member understands that the services to be provided under this cooperative purchasing agreement may include dial tone/local calls (where available), regional toll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating Co-op Member.

All fees for the work of the MRESC and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor(s). A 3% fee has been established and will be incorporated in the bid specifications. **(ACTION)**

12. It is recommended that the Board approve the following tuition contracts between High Point Regional High School **(sending)** and the following district and related information: **(ACTION)**

DISTRICT/SERVICE	STUDENT	TIME FRAME	COST
The Phoenix Center, Inc.	JZ	July 2010 and June 2011	\$57,940
Chapel Hill Academy	41495	July 2010 - August 2010	\$8,526
Northern Hills Academy	52980	September 6, 2011 - June 30, 2012	\$36,050

13. It is recommended that the Board approve an agreement with the Passaic County Educational Services Commission to provide transportation for a special education student to attend the Calais School, effective July 2011 through August 2011 at the cost of \$2,309.63 + \$184.77. **(ACTION)**
14. It is recommended that the Board approve an agreement with the NJ Commission for the Blind and Visually Impaired for the 2011-2012 school year. **(ACTION)**

**H. TRANSPORTATION**

There are no Transportation items at this time.

**I. LITIGATION/LEGAL**

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

**X CORRESPONDENCE**

- The Board of Education is in receipt of a letter from Mr. O’Leary regarding softball follow-up. Attachment X-1

**XI MISCELLANEOUS**

- High Point Regional High School’s 2012 NCLB Consolidated application has passed all consistency check items and is substantially approved. We have been notified by the Department of Education that we may begin to obligate funds for this grant program.

**XII PUBLIC COMMENT**

**XIII EXECUTIVE SESSION**

A motion will be made that the High Point Regional High School Board of Education enter Executive Session to discuss items regarding Litigation in the matter of DeFeo vs. High Point 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.

**XIV ADJOURNMENT**

JWH:pem  
9/15/11

9/16/2011