

**HIGH POINT REGIONAL HIGH SCHOOL  
SUSSEX, NEW JERSEY 07461  
BOARD OF EDUCATION MEETING  
AGENDA  
August 10, 2009  
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, 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. BUILDING TOUR - RALPH NEDO AND LINDA ALVAREZ - public invited**

**VI APPROVAL OF MINUTES**

July 20, 2009- Regular Meeting Attachment  
July 20, 2009 - Executive Session Attachment

**VII. PUBLIC COMMENTS - AGENDA ITEMS ONLY**

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**VIII. PRESENTATIONS**

**Principal's Report**

Mr. Gregory Youngman will update high school activities and Opening of School Status Report.

**Curriculum and Instruction**

Mrs. Janice Mezier will update the Model Schools Conference.

**HPEA Report**

Mrs. Debbie Anderson, HPEA President, will update HPEA items.

**Student Trip**

Josephine Aiello - Proposal for Student Trip to Italy, June/July 2010

**IX. UNFINISHED BUSINESS:**

Board of Education Retreat - September 28, 2009.

**X. 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 during the last week of June and the first week of July 2010. 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).

1. It is recommended that the Board approve the following student field trip(s) (ACTION).

DESTINATION	DATE	# OF STUDENTS	STAFF SPONSOR	COST
Philadelphia Art Museum	10/30/2009	25-30	Karen Kozlowski International Club	Bus Cost

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**B. PERSONNEL:**

The **Personnel and Policies Committee** will meet at **6:30 p.m.** In the Board Office Conference Room.

The Superintendent will make recommendations to the Personnel and Policies Committee on the following:

1. The attached individuals have provided the appropriate verification required for advancement on the 2009 -2010 salary guide. All salary guide changes will be processed upon ratification of the pending HPEA contract. This is verification that written notice was provided by the employee as required by contract for eligibility of the salary guide change. No action is required at this time. (Attachment will be provided at meeting)
  
2. It is recommended that the Board of Education approve the appointment of \_\_\_\_\_ as the Administrative Assistant to the Principal of the High School, at the annual salary of \_\_\_\_\_, Step \_\_\_\_\_ on the 2008-2009 salary guide, effective on or about \_\_\_\_\_ to June 30, 2010, pending receipt of criminal history review and submission of all required paperwork. *Staff for the 2009-2010 school year will be placed on the 2008-2009 salary guide. Upon ratification of an agreement, including salary guides, between the Board of Education and the HPEA a contract revision will be issued.*  
**(ACTION)**
  
3. It is recommended that the Board of Education accept, with regret, the resignation of William Panfile as a paraprofessional aide, effective July 21, 2009. **(ACTION)**
  
4. It is recommended that the Board of Education authorize High Point Regional High School to apply for emergent hiring of the individuals listed below for the 2009-2010 school year. **(ACTION)**

Lisa Costanza	Teacher of English
Erin Grieder	Teacher of Music - P/T
Kate Harnish	Teacher of Stud w/Disabilities HQ Math
Erin Koster	Teacher of Social Studies
Whitney Stanek	Teacher of Art - P/T
Brad Wilbur	Assistant Football Coach
TBD	Administrative Assistant to Principal

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5. It is recommended that the Board of Education authorize High Point Regional High School to request an expedite of credentials review for the following individuals in order to process his/her standard certification. **(ACTION)**

Lisa Costanza	Teacher of English	CEAS pending
Erin Grieder	Teacher of Music - P/T	CEAS
Erin Koster	Teacher of Social Studies	CE pending
Whitney Stanek	Teacher of Art - P/T	CEAS pending

6. It is recommended that the Board of Education approve the re-appointment of the following individuals as Substitute LPN Nurses for the 2009-2010 school year upon presentation of current license: **(ACTION)**

Ellen Bene  
Karen DeStefano  
Ruth Gilmore  
Suzanne Potter  
Nancy Stiansen  
Mary VanSaders

7. It is recommended that the Board of Education approve the re-appointment of the following individuals as Substitute School Nurses for the 2009-2010 school year upon presentation of current license: **(ACTION)**

Karen DeStefano  
Suzanne Potter

8. It is recommended that the Board of Education approve the re-appointment of the following individuals as Substitute Bus Drivers for the 2009-2010 school year: **(ACTION)**

Debby Greulich  
Martin Little  
Barry Raye  
Russell Rome  
Rod Ward

9. It is recommended that the Board of Education approve the re-appointment of the following individuals as Substitute Custodians for the 2009-2010 school year: **(ACTION)**

Kim Crowell, Bianca Johansen, Greg Perry, Virginia Perry  
Joseph Prtorich, Russell Rome

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10. It is recommended that the Board of Education approve the re-appointment of the following individuals as Substitute Teachers for the 2009-2010 school year: **(ACTION)**

Michael Alfund (aide)	Jessica Sanborn
Doc Ayers **	John Schoemaker
Jude Basso	Tim Segura
Jennifer Belatar	Robert Sunda
Melanie Baldwin	Margaret Swarts
Michael Beltran *	Amanda Swanson
Brian Bird *	Nora Swanson
Ronald Bobiak	Vinnie Synol
Amanda Dyer	Julie Thomas
John Fahery **	Dan Titus
James Fasano **	Jack Tripp
Ann French	Rob Vesper
Frank Gawenus	Jim Visco
Jenna Gersie	Dean Vlachos **
Eileen Griffiths	Sharon Wejsa
Debby Greulich	Ryan Westra **
Tammy Hayes	Nicole Yodice
Norah Hill	
Amy Hobbs	
Ben Kozlowski	
Brianne Lutz	
Gina Martelacci	* Coach
Charles McDermott	** Volunteer Coach
Keith Meehan	
Alyssa Nyar	
Allison Orinski	
Joseph Prtorich	
Keri Rand	
Andy Retz	
Jim Robertson	
John Rovetto	
Allison Ruggiero	

11. It is recommended that the Board of Education approve the appointment of the following individuals as Home Instructors for the 2009-2010 school year: **(ACTION)**

Education Inc.  
Cynthia Costello  
Janet Lyons-Fairbanks  
Steve Schindler

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12. It is recommended that the Board of Education approve the appointment of Aleshia Coursen as a student learner in the cooperative work study program in the High School Guidance Office, at a salary of \$8.00 per hour, working 15 hours per week for the 2009-2010 school year. **(ACTION)**
  
13. It is recommended that the Board of Education approve mentors for our provisional teachers and payroll deductions for Mentor Fees for the following employees: **(ACTION)**

<u>Provisional Teacher</u>	<u>Department</u>	<u>Certification</u>	<u>Mentor</u>	<u>Mentoring Fee</u>
Lisa Costanza	Teacher of English	CEAS pending	Heather Strout	\$550
Richard Cutrona Jr.	Teacher of Art -	Standard	Lisa Hodgins	None
Erin Grieder	Teacher of Music - P/T	CEAS	TBA	\$550
Kate Harnish	Teacher of Stud w/Disabilities HQ Math	Standard Math CEAS Student w/Disabilities	Mark Veltri	None
Erin Koster	Teacher of Social Studies	CE pending *	Kory Loyola	\$550
Whitney Stanek	Teacher of Art - P/T	CEAS pending	Erin Meyers	\$550

\* - Documentation of New Pathways Phase 1A registration/completion required.

**C. EXTRA CURRICULAR:**

1. It is recommended that the Board of Education accept the resignation of William Panfile as Assistant Football Coach, effective July 21, 2009. **(ACTION)**
  
2. It is recommended that the Board of Education approve the extra curricular staff for the 2009-2010 school year as follows, pending adjustment upon ratification of the HPEA contract agreement and pending criminal history review clearance, if required: **(ACTION)**

POSITION	ADVISOR	LONGEVITY	YRS SERVICE	STEP	BASE
Assistant Football	Brad Wilbur	N/A	0	5	\$5,300

3. It is recommended that the Board approve High Point Regional High School's enrollment as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA, for the 2009-10 school year at a cost of \$2150. **(ACTION)**

"The Board of Education of School District No. 37-2165, County of Sussex, State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A.

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18A:11-3, et. seq.) herewith enrolls High Point Regional High School as a member of the New Jersey Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.”

This resolution is to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. *Pursuant to N.J.S.A. 18A:11.3, in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by, the Constitution Bylaws and Rules and Regulations of the NJSIAA.*

**D. POLICY:**

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

Policy 3112	Abolishing Positions	Attachment
Policy 3134	Assignment of additional duties	Attachment
Policy 3141	Resignation	Attachment
Policy 3143	Dismissal	Attachment
Policy 3144	Certification of Tenure Charges	Attachment
Policy 3211	Code of Ethics	Attachment
Policy 3211.3	Consulting Outside the District	Attachment
Policy 3245	Research Projects by Staff Members	Attachment
Policy 3270	Professional Responsibilities	Attachment
Policy 3310	Academic Freedom	Attachment
Policy 3410	Compensation	Attachment
Policy 3431	Uncompensated Leave	Attachment
Policy 3435	Anticipated Disability	Attachment
Policy 3438	Sabbatical Leave	Attachment

**E. NEGOTIATION:**

Mr. Tom Case will update the Board of Education on the status of negotiations.

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**F. BUILDING AND GROUNDS:**

The **Buildings & Grounds Committee** will meet at **6:00 p.m.** in the Board Office Conference Room.

An update will be provided regarding the summer projects.

1. It is recommended that the High Point Regional High School Board of Education authorize HQW Architects to prepare and submit the Project Application Number 2165-030-010-1000 to the New Jersey Department of Education on our behalf. The Board of Education further authorizes HQW Architects to prepare and submit the district's Long Range Facilities Plan Amendment Request Forms as required for the Project Application as noted above. **(ACTION)**.

**G. FINANCE AND INSURANCE:**

There are no financial reports for the month of July 2009 due to the early August Meeting date and the late receipt of bank reconciliations.

There are no transfers required for the month of July 2009.

1. It is recommended that the Board approve for payment the attached schedule of audited bills dated August 10, 2009. (Attachment G-1) **(ACTION)**
2. It is recommended that the Board pursuant to N.J.S.A. 40A:11(4) and N.J.S.A. 18A:18A-5(e), approves purchasing various classroom and office printer ink cartridges in the amount of \$32,454.27 and reflects pricing less than 10% of the state contract cooperative price and based on verification from three quotations with the lowest responsible quotation from Florida Micro of Delray Beach, Florida. **(ACTION)**
3. It is recommended that the Board grant permission for the following Use of the Building: **(ACTION)**

Group/Sponsor	Facility Requested	Date(s) of use	Certificate of Insurance
High Point HS Key Club (Make-A-Wish)	Gymnasium	overnight 11/20 to 11/21/09	n/a

4. It is recommended that the Board approve the following

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resolution, excusing Lakeland Andover School from participation in the Child Nutrition Program:

WHEREAS, the Lakeland Andover School provided free breakfast and free lunch to their students and complies with all NJ Child Nutrition requirements; and

WHEREAS, the Lakeland Andover School does not wish to seek reimbursement for any meals provided to their students;

BE IT RESOLVED that the High Point Regional High School excuses the Lakeland Andover School from charging students for meals;

BE IT FURTHER RESOLVED that the High Point Regional High School excuses the Lakeland Andover School from applying for and receiving funds from the Child Nutrition Program. **(ACTION)**

5. 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	Student	Time Frame	Tuition Cost
1	YCS Sawtell Learning Center Montclair (amended from 7/20/09 agenda)	AP	July 6, 2009 - June 30, 2010	\$275.60 per diem \$54,844.40 annually
2	Willowglen Academy	AC	July 13, 2009 - June 30, 2010	\$65,549.00
3	Lakeland Andover	TH	September 1, 2009 - June 30, 2010	\$48,600.00
4	Lakeland Andover	NK	September 1, 2009 - June 30, 2010	\$48,600.00

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8. It is recommended that the Board approve the Health and Environmental Safety Services Agreement between High Point Regional High School and the Education Services Commission of Morris County for the 2009-10 school year at the annual cost of \$6,558.00. Services will include consultation and training in areas of environmental safety and health, Public Employee Occupational Safety and Health Act, Federal and NJ Administrative Code Regulations updates, Right to Know and AHERA. **(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.

5. It is recommended that the Board of Education approve the Settlement Agreement and Release for the following matter **(ACTION)**:  
M.S. and L.S. o/b/o D.S. v. High Point  
Regional School District  
Agency Reference No. 2009-14891

**IX. CORRESPONDENCE**

There are no Correspondence items at this time.

**X. MISCELLANEOUS**

There are no Miscellaneous items at this time.

**XI. PUBLIC COMMENTS**

## **XII. EXECUTIVE SESSION**

A motion will be made that the High Point Regional High School Board of Education enter Executive Session to discuss items regarding Personnel 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.

## **XIII. ADJOURNMENT**