

# HIGH POINT REGIONAL HIGH SCHOOL

Sussex, New Jersey 07461

## BOARD OF EDUCATION REGULAR MEETING

### AGENDA

November 22, 2022

6:00 p.m. Open Meeting-Enter Executive Session

7:00 p.m. Public Session Resumes

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. OPEN PUBLIC MEETINGS ACT STATEMENT

The New Jersey Open Public Meetings Law was enacted to ensure 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, and Sussex Post Offices, and notice sent to the New Jersey Herald, the 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. ROLL CALL

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	
Scott Ripley, Ed.D.	James Minkewicz		# of Public ___	Quorum Yes No

#### VI. EXECUTIVE SESSION

A motion will be made that the High Point Regional High School Board of Education enter Executive Session to provide an update on legal, personnel, & negotiations items, 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

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until the need for confidentiality no longer exists. The Board will reconvene in public session, in person and virtually, at the conclusion of the Executive Session. It is not anticipated that any action will be taken.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Time: \_\_\_\_\_ pm

#### VII. MOTION TO RETURN TO PUBLIC SESSION

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Time: \_\_\_\_\_ pm

#### VIII. OTHER BUSINESS

#### IX. APPROVAL OF MINUTES

Regular Meeting Minutes -

October 27, 2022

Executive Session Minutes -

October 27, 2022

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

#### X. PUBLIC COMMENTS - AGENDA ITEMS ONLY (Name and Address)

*In accordance with the Open Public Meeting Act, we will open the public comments (for agenda items only) at this time. Each speaker should state his/her name and address. You will have three (3) minutes to address the Board, which will be timed by the Board President or designee. We will limit this section to no longer than 45 minutes. Please be respectful and mindful that your comments are being recorded.*

#### XI. PRESENTATIONS

##### STUDENT COUNCIL

Lindsay Orellana, **student representative member of the Board**, will give an update on the activities of the Student Council.

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#### HPEA

Ms. Carla Mancuso, HPEA President, will update the Board of Education on HPEA items.

#### PRINCIPAL'S REPORT/ATHLETICS

Mr. Jonathan Tallamy will update the Board on items pertaining to the High School and Athletics.

#### CURRICULUM AND INSTRUCTION

No report.

### XII. ACTION ITEMS

#### A. CURRICULUM, INSTRUCTION AND TECHNOLOGY

1. The **Faculty Attendance** rate for October is 94.7%. (Attachment A-1)
2. The **Student Attendance** rate for October is 93.2%. (Attachment A-2)
3. Enclosed is a copy of the **Suspension Report** for October . (Attachment A-3)
4. It is recommended by the Superintendent that the Board of Education approves the **Harassment, Intimidation and Bullying Report** for the period October 27 through November 22, 2022. (Attachment A-4).

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

5. It is recommended by the Superintendent that the Board of Education approves the **Curricular Field Trips and Co-Curricular Field Trips** listed on the attached rosters. (Attachment A-5a and A-5b)

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(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

6. It is recommended by the Superintendent that the Board of Education approves the **Professional Development** activities as listed on the attached roster. (Attachment A-6)

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

### B. PERSONNEL

1. It is recommended by the Superintendent that the Board of Education accepts the **resignation** of Saul Santiago, Part Time Security Officer, effective November 11, 2022.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

2. It is recommended by the Superintendent that the Board of Education approves the following individuals as **Substitutes** for the 2022/2023 school year, pending receipt of all required paperwork:

Sarah Haggerty  
Michael Ulmer

Teacher/Paraprofessional  
Teacher

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

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Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

#### C. EXTRA-CURRICULAR

1. It is recommended by the Superintendent that the Board of Education approves Lorelei Castellani as a **volunteer** Girls Basketball coach for the 2022/2023 school year.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

2. It is recommended by the Superintendent that the Board of Education accepts the **resignation** of Christopher Dexter as Girls Tennis Coach, effective immediately.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

3. It is recommended by the Superintendent that the Board of Education approves the **Girls Helping Girls Club**. The club will be self-supporting and result in no cost to the Board. Ms. Elena DeStories will serve as the club's volunteer advisor.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

#### D. POLICY

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#### E. NEGOTIATIONS

#### F. BUILDINGS & GROUNDS

#### G. FINANCE

1. It is recommended that the Board of Education **accepts the Report of the Board Secretary/Business Administrator** for the month of October, 2022. (Attachment G-1)

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

2. It is recommended that the Board of Education **accepts the Report of the Treasurer** for the month of October, 2022. (Attachment G-2)

We hereby certify, pursuant to N.J.A.C. 6A:23-2.11 (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:23-2.11 (a).

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

3. It is recommended that the Board of Education **approves the Report of Transfers and the Minimum Expense Transfer Report** for the month of October, 2022. (Attachment G-3a and G-3b)

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

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#### Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

4. It is recommended that the Board of Education approves for **payment** the attached schedule of audited bills, dated November 22, 2022. (Attachment G-4)

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

#### Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

5. It is recommended that the Board of Education accepts the **Adult Education, Agency Account, Athletic Account, Cafeteria Account, Principal's Petty Cash Account, Scholarship Account and Student Activities** for the month of October, 2022. (Attachment G-5)

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

#### Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

6. It is recommended that the Board approves and authorizes the execution of the following **tuition contracts** between High Point Regional High School (sending) and the following districts and related information:

DISTRICT/INSTITUTION	STUDENT	TIME FRAME	TUITION COST
Lakeview Learning Center	240048 State ID#6421228763	2022-2023 School Year Effective November 3, 2022	\$82,396.60
Newton Public School	Homeless placement	2022-2023 School Year Effective September 1, 2022	\$20,526.00

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(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

7. It is recommended that the Board approves the **Send/Receive Agreement** with Montague Township School District for the term 2024-2025 through 2033-2034 at the terms and conditions set in the attached agreement (Attachment G-6).

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

8. It is recommended that the Board approves the **Ice Rental Agreement** with Skylands Ice World for the term of October 13, 2022 through February 18, 2023 at the hourly rate of \$513.95, to be divided equally among High Point, Wallkill Valley and Kittatinny school districts.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

9. It is recommended that the Board accepts, approves and places on file the **Comprehensive Annual Financial Report (Audit)** and **Corrective Action Plan (CAP)** for the fiscal year ending June 30, 2022. The Comprehensive Annual Financial Report included in the financial section stated there were five corrective recommendations as follows:



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Recommendation Number	Corrective Action Required by The Board	Method of Implementation	Person(s) Responsible for Implementation	Planned Completion Date
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Board Secretary's Records 2022-001	That the District was requesting funds in advance of expenditures. As a result, the District has unearned revenue for the Title IV grant at year end.	All federal grants will not be requested for reimbursement until expended by the District.	Business administrator.	January 1, 2023
2022-002	That the Annual Maintenance Budget Amount Worksheet was not filed by the District.	The required Annual Maintenance Budget Amount Worksheet be filed by the District.	Business administrator	November 15, 2022
2022-003	That there were several budgetary expenditure reclassifications made during the year between funds.	Greater care will be taken to ensure that expenditures are posted accurately to limit the number of expenditure classifications.	Business administrator	January 1, 2023

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School Store  2022-004	That supporting documentation for deposits did not always match the deposited amount.	School Store receipts will be carefully documented and agreed to the deposited amount.	School Store Advisor, Assistant to the Business Administrator, Business Administrator.	January 1, 2023
Student Body Activities  2022-005	That instances where District-wide standard policies and procedures were not followed. Student Activities, Scholarship and Athletic receipt journals which indicate the date of receipt were not maintained.	Receipt journals which indicate the date of receipt will be maintained by the District.	Principal Secretary, Athletic Director Secretary, Assistant to the Business Administrator, Business Administrator.	January 1, 2023

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

#### Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

## H. TRANSPORTATION

1. It is recommended that the Board, upon recommendation of the Superintendent, approves and authorizes the execution of the following Quoted Contracts for curricular and co-curricular trips for the 2022 – 2023 School Year:

D.W. Clark & Son, Inc.  
Q-38  
Co-Curricular Trip

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ID #	Destination	Depart/Return	Basis of the Bid Per Bus	Cost Per Bus	Basis of Adj	+/- Adj/Hr
Q-38	Flatbrook River/Stokes State Forest	7:45 am/ 2:15 pm	One 54 pass school bus for High Point's Outdoor Rec on 10/27/22	\$595.00	Per Hour	N/A

Stocker Bus

Q-43

Curricular Trip

ID #	Destination	Depart/Return	Basis of the Bid Per Bus	Cost Per Bus	Basis of Adj	+/- Adj/Hr
Q-43	Brooklyn Museum	7:50 am/ 4:00 pm	Two (2) 54 pass school buses for High Point's Art Department on 11/18/22	\$740.00	Per Hour	\$70.00

Stocker Bus

Q-44

Curricular Trip

ID #	Destination	Depart/Return	Basis of the Bid Per Bus	Cost Per Bus	Basis of Adj	+/- Adj/Hr
Q-44	Yankee Stadium & Fuddruckers	7:30 am/ 2:00 pm	One 54 pass school bus for High Point's Sports Entertainment, Hospitality & Tourism	\$725.00	Per Hour	\$70.00

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

2. It is recommended that the Board, upon recommendation of the Superintendent, approves and authorizes the execution of the following Quoted Contracts for athletic trips for the 2022 – 2023 School Year:

Stocker Bus

Q-39

Athletic Trip

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ID #	Destination	Depart/ Return	Basis of the Bid Per Bus	Cost Per Bus	Basis of Adj	+/- Adj/Hr
Q-39	James Caldwell HS, West Caldwell	4:20 pm/ 11:00 pm	One 54 pass school bus for High Point's Football team on 10/28/22	\$565.00	Per Hour	\$65.00

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

#### Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

3. It is recommended by the Superintendent that the Board approves the following Joint Transportation Agreement with Lenape Valley Regional High School for School Related Activities for the 2022 – 2023 school year:

Host – High Point Regional High School

Joiner – Lenape Valley Regional High School

Route #	Destination	Start Date	End Date	Basis of the Agreement Per Bus	Per Bus Cost
HP-SRHS	Shore Reg HS, W Long Branch	10/31/22	10/31/22	One 54 passenger school bus for HP's Field Hockey on 10/31/22	\$600.00

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

#### Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

4. It is recommended that the Board, upon recommendation of the Superintendent, approves and authorizes to award the routes to the lowest bidder or only bidder from our Bid #2022-2023-02 which was held on November 8, 2022 for transportation for the 2022 – 2023 School Year as follows:

High Point Regional High School  
BID SUMMARY

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Bid #2022-2023-02

November 8, 2022 – 10:00 AM

Route #	School	Contractor	Route Per Diem	+/- Adj/ Mile	Per Diem Aide (if needed)	Total Per Diem Cost
HPS-2207*	New Beginnings	NO BIDS				
HPS-2208*	Windsor School	D.W. Clark & Son, Inc.+	\$375.00	\$1.25	\$70.00	\$445.00
HPS-2209	Wallkill Valley Reg HS	D.W. Clark & Son, Inc.+	\$249.00	\$1.25	N/A	\$249.00
HT-7	Sussex Tech/Charter	Krapf School Bus+	\$373.00	\$2.00	N/A	\$373.00

\*Aide Needed

+Only Bidder

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

5. It is recommended that the Board, upon recommendation of the Superintendent, approves and authorizes the execution of the following Contracts awarded to the only bids received from Bid #2022-2023-2 for the remainder of the 2022 – 2023 School Year:

D.W. Clark & Son  
September 1, 2022 - June 30, 2023  
MC # 2223-03  
HPS-2208 & HPS-2209  
Bid #2022-2023-02

Route #	School	2022-23 Per Diem Route Cost	# of days	+/- Adj Per Mile	Per Diem Aide	2022-23 Total Per Diem	2022-23 Total Route Cost
HPS-2208	Windsor School	\$375.00	135	\$1.25	\$70.00	445.00	\$60,075.00
HPS-2209	Wallkill Valley Reg HS	\$249.00	131	\$1.25	N/A	\$249.00	\$32,619.00

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(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

6. It is recommended that the Board, upon recommendation of the Superintendent, approves and authorizes the execution of the following Contracts awarded to the only bids received from Bid #2022-2023-2 for the following route for the remainder of the 2022 – 2023 School Year:

Krapf Bus

September 1, 2022 - June 30, 2023

HT-7

Bid #2022-2023-02

Route #	School	2022-23 Per Diem Route Cost	# of days	+/- Adj Per Mile	Per Diem Aide	2022-23 Total Per Diem	2022-23 Total Route Cost
HT-7	Sussex Tech/Sussex Charter	\$373.00	134	\$2.00	N/A	\$373.00	\$49,982.00

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

7. It is recommended that the Board, upon recommendation of the Superintendent, approves and authorizes the execution of the following Joint Transportation Agreement for the 2022 – 2023 school year:

Host – High Point Regional High School

Joiner – Wallkill Valley Regional High School

Total - \$92,694.00

Route #	Destination	Start Date	End Date	# of Host Students	# of Joiner Students	Route Cost
HPS-2208	Windsor School	11/14/22	6/30/23	0	1	\$60,075.00

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HPS-2209	Wallkill Valley Reg HS	11/14/22	6/30/23	0	1	\$32,619.00
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(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

8. It is recommended that the Board, upon recommendation of the Superintendent, approves the following completed Bus Evacuation Drills for the 2022-2023 school year:

High Point Regional High School completed their first annual School Bus Evacuation Drill on Friday, November 4, 2022. A rear door evacuation drill was held in the front of the school from 7:05 am – 7:30 am for the following routes: 2, 3, 4, 5, 7, 8, 9, 11, 12, 13, 14, 15, 16, 20, 23, 24, 25, M-HP-1 & M-HP-2 and on the side for the following routes: 18 and M-HP-3. This completes our first bus evacuation requirement for the 2022-2023 school year.

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

Roll Call Vote

Joseph Conforth	Joseph Corazza	Wayne Dunn	Jill Ireland	Richard Klein
Josh Osband	Elisabeth Schuman	LeeAnn Smith	Gayle Tidona	

### XIII. LEGAL

### XIV. CORRESPONDENCE

### XV. MISCELLANEOUS

- **SCHOOL BOARD MANDATED TRAINING**  
Please contact the Board Office if you need to be scheduled.

### XVI. PUBLIC COMMENTS (Name and Address)

### XVII. NON COMMITTEE BOARD MEMBER REPORTS/COMMENTS

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#### XVIII. OTHER BUSINESS

1. For the purpose of public disclosure and in accordance with the Open Public Records Act (OPRA) the High Point Regional High School Board Office has received and responded to the following OPRA requests over the past month. [The Board will continue to provide this information on a monthly basis]:

Date Rec'd	Date Sent	From	Request	Total Time Required	Legal Fees	Total Dist Cost Est
10/31/22	11/01/22	American Transparency	Electronic copy of payment vendor report for 2021-22	15-20 minutes	n/a	\$16.83

#### XIX. ADJOURNMENT

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Time: \_\_\_\_\_ pm

SDR:lk  
11/17/22