

**MINUTES OF THE  
REGULAR MEETING  
NORTH HUNTERDON-VOORHEES REGIONAL HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION**

Meeting Location – Voorhees High School Cafeteria  
256 Route 513, Glen Gardner, NJ  
7:00 PM Tuesday, June 20, 2017

At 7:00 p.m., Board President, F. Goger, called the meeting to order and led the opening activities.

**A. Call to Order – Francis Goger, Board President**

**B. Open Public Meeting Act Statement**

In accordance with the requirements of the Open Public meeting Act, N.J.S.A. 10:4-6 et seq., adequate notice of this meeting has been provided by posting of notice at North Hunterdon High School and Voorhees High School, delivery by facsimile to the Hunterdon County Democrat and the Star Ledger; and by delivery by mail and facsimile to the clerks of Bethlehem Township, Califon Borough, Town of Clinton, Clinton Township, Franklin Township, Glen Gardner Borough, Hampton Borough, High Bridge Borough, Lebanon Borough, Lebanon Township, Tewksbury Township and Union Township as well as other interested parties.

**C. Fire Code Announcement**

In compliance with NJ Fire Code, fire exits are located in the direction indicated. In case of fire, you will be signaled by bell and / or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit. At this time, please silence all cell phones.

**D. Roll Call**

Lisa Approvato - present	Clinton Township / Lebanon Borough
Robert Becker – arrived 7:34 p.m.	Califon Borough / Tewksbury Township
Francis Goger – present	Bethlehem Township / Hampton Borough
Amy Masters - present	Union Township
John Melick - present	Califon Borough / Tewksbury Township
Thomas Roll - present	High Bridge Borough / Lebanon Township
John Roncoroni - present	High Bridge Borough / Lebanon Township
Sandra Seidorf- present	Clinton Township / Lebanon Borough
Roger Straight - absent	Clinton Township / Lebanon Borough
Marc Strauss - absent	Clinton Township / Lebanon Borough
Jessica Viotto - present	Town of Clinton / Franklin Township / Glen Gardner Borough
Megan Wranitz - absent	Town of Clinton / Franklin Township / Glen Gardner Borough

**Also Present:** J. Bender, Superintendent of Schools, M. Hughes, Assistant Superintendent, S. Press, Business Administrator / Board Secretary, R. Bergacs, Principal, North Hunterdon High School, M. P. Publicover, Director of Special Services, G. Vargas-Dellacasa, Technology Coordinator, M. Smagala, Communications Coordinator, B. Liss, Board Attorney, Riker Danzig, Scherer, Hyland, Perretti.

Approximately fifteen members of the public were present.

**E. Flag Salute**

**F. Presentation – Steve Schultz, District Coordinator for Professional Development – 2017-2018 Professional Development Plan** ATT:6-42

**G. Presentation – Steve Schultz, District Coordinator for Harassment, Intimidation & Bullying (HIB) – Current and proposed regulations – Anti-Bullying Bill of Rights** ATT:43

**H. Presentation – Steve Schultz, District Coordinator for Harassment, Intimidation & Bullying (HIB) – New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, summary report for North Hunterdon High School and Voorhees High School** ATT:44-49

- 1. Motion** by J. Roncoroni, second by S. Seidorf to adopt the Professional Development Plan for 2017-2018 as accepted by the Hunterdon County Department of Education. The **motion carried** unanimously. [R. Becker was not present for this vote]

2. **Motion** by S. Seidorf, second by A. Masters to adopt the current and proposed regulations for the Anti-Bullying Bill of Rights. The **motion carried** unanimously. [R. Becker was not present for this vote]
3. **Motion** by J. Roncoroni, second by A. Masters to adopt the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act Summary Report. The **motion carried** unanimously. [R. Becker was not present for this vote]

**I. Opportunity for Public Comment – Agenda Items**

K. Nehlsen, Speech Therapist, commented on an action item to abolish the position of Speech Therapist and, as a result, to terminate her employment. She provided copies of a letter submitted previously to administration discussing her concerns about such action.

**J. Superintendent's Report – J. Bender presented the following:**

1. Report on Harassment, Intimidation & Bullying (HIB)
2. **Motion** by L. Approvato, second by S. Seidorf to affirm the Superintendent's determinations on the HIB incidents reported at the May 9, 2017 board meeting. ATT:50  
The **motion carried** unanimously. [R. Becker was not present for this vote]

**K. President's Report – F. Goger presented the following:**

1. **June 30, 2017** – Due date for individual Board Member self-evaluations. Online evaluation resources are available at <https://www.njsba.org/services/field-services/online-evaluations/>
2. **July 31, 2017** – 4:00 p.m. - Deadline for submission of nominating petitions for annual school election due in the Hunterdon County Clerk's office  
<http://www.co.hunterdon.nj.us/election/2017/School/2017SchoolBoardCandidateKit.pdf>
3. **August 15, 2017** – regular board meeting – 7:00 p.m. – District Administration Office
4. **August 15, 2017** – last date to obtain board approval to attend the New Jersey School Boards Association Annual Fall Workshop October 23 – 26, 2017
5. **Motion** by J. Roncoroni, second by J. Viotto to approve the 2018 board meeting calendar. ATT:51. A discussion ensued. It was the consensus of the Board to table this motion. **Motion tabled.**
6. **Motion** by J. Melick, second by S. Seidorf to approve the 2017-2018 District and Board goals ATT:52-53. The **motion carried** unanimously. [R. Becker was not present for this vote].
7. F. Goger commented about the second round table meeting with the sending district Board Presidents; he commended G. Thornton of NJSBA who facilitated the meeting and M. Hughes who gave a presentation about articulation and added that another meeting is scheduled in July.  
*[F. Goger stated that the next meeting was scheduled for July 17, but after the Board meeting it was confirmed that the next meeting with the sending district Board Presidents is scheduled for July 13, 2017.]*

**L. Committee Reports**

ATT:54

**Buildings, Grounds, Equipment, Capital Improvements & Transportation** – R. Becker reported that the referendum projects are on track and that the Committee is awaiting a proposal for ceiling tile replacements for review at the next Committee meeting on July 31, 2017.

**Personnel** – S. Seidorf commented that Personnel met and that the next meeting is scheduled for August 9, 2017.

**Business & Finance** – J. Melick reported that the Committee reviewed the agenda items pertaining to moving funds to the maintenance reserve account and from the capital reserve account.

**Community Relations / Student Affairs** – S. Seidorf commented that the next meeting is on August 2, 2017, and that the Committee is developing the plan for communicating about the referendum projects.

**Hunterdon County School Boards Association** – F. Goger reported that he attended a meeting where Demographer, Ross Haber presented about the declining student enrollment in Hunterdon County schools. He also viewed a presentation about student achievement.

**New Jersey School Boards Association Delegate** – T. Roll attended the delegate assembly where two resolutions were presented. The resolutions pertained to shared services of Superintendents and concerns over areas where multiple charter schools are located and the impact on public schools.

**M. Motion** by R. Becker, second by A. Masters to approve action items M1.1–6.2 including hand carries as provided on HCB62017-01. The **motion carried** upon a roll call vote with the following abstentions: F. Goger abstained on agenda items M5.22 and item 4 on the hand carry; J. Melick abstained on item M2.4 and M5.18 (conflict of interest); and J. Roncoroni abstained on M5.24 minutes for a meeting he did not attend. [During the public session immediately before the motion to adjourn, J. Roncoroni commented that he needed to amend his vote to reflect an abstention on item M5.24 as noted above].

**1. Annual Activities**

- |      |  |             |
|------|--|-------------|
| 1.1  | Appointment of School Officials  | ATT:55      |
| 1.2  | Report of awarded contracts P.L. 2015 Chapter 47   | ATT:56-142  |
| 1.3  | Resolution BR62017-01 Professional Services  | ATT:143-149 |
| 1.4  | Resolution BR62017-02 authorizing the Chief School Administrator to notify candidates of recommendation for employment pending board approval  | ATT:150     |
| 1.5  | Authorize the School Business Administrator to pay all bills properly presented for payment through June 30, 2017  |             |
| 1.6  | Authorize the School Business Administrator to transfer funds within the General Fund Budget for the 2016-2017 school year to balance overdrawn accounts, if any and to transfer funds to an accounts payable account for outstanding orders for the 2016-2017 school year |             |
| 1.7  | Renewal of Bonds for Business Administrator/Board Secretary, Comptroller, and Treasurer of School Monies in the amounts required by statute  |             |
| 1.8  | Resolution BR62017-03 establishing the bid threshold and authorizing the School Business Administrator / Qualified Purchasing Agent to award contracts   | ATT:151     |
| 1.9  | Resolution BR62017-04 authorizing a year-end transfer to the capital reserve account   | ATT:152     |
| 1.10 | Resolution BR62017-05 authorizing a year-end transfer to the maintenance reserve account   | ATT:153     |
| 1.11 | Resolution BR62017-06 A5 Insurance   | ATT:154     |
| 1.12 | Re-adoption of bylaws and policies with revisions of legal citations   |             |
| 1.13 | Re-adoption of existing school curriculum as found in the North Hunterdon and Voorhees High Schools' curriculum guide  |             |
| 1.14 | Organizational chart 2017-2018 school year   | ATT:155     |
| 1.15 | Participation in cooperative pricing systems   | ATT:156     |
| 1.16 | Resolution BR62017-07 naming official newspapers   | ATT:157     |
| 1.17 | Naming of bank depositories  | ATT:158     |
| 1.18 | Authorization to sign checks by account  | ATT:159     |

**2. Curriculum, Instruction and Technology**

- |     |   |             |
|-----|---|-------------|
| 2.1 | Home Instruction / Out of District Placement  | ATT:160     |
| 2.2 | Out-of-District Placement Extended School Year 2017-2018 (ESY)  | ATT:161-162 |
| 2.3 | Commission for the Blind & Visually Impaired service contracts for the 2017-2018 school year  | ATT:163     |
| 2.4 | Hunterdon County Educational Services Commission Child Study Team Contract for the 2017-2018 school year  | ATT:164-169 |
| 2.5 | Agreement with Stronge & Associates Educational Consulting, LLC of Freeport, ME for the provision of a professional development workshop in the amount of \$3,400 on August 16, 2017                    | ATT:170-172 |
| 2.6 | Contract with the Foundation for Educational Administration of Monroe Township, NJ to provide eight professional development sessions at a cost of \$3,000 per session during the 2017-2018 school year | ATT:173-174 |
| 2.7 | Agreement with Mind of the Athlete, LLC of Bethlehem, PA for the provision of an educational program in the amount of \$2,500 on August 21, 2017  | ATT:175     |

3. **Student Activities**
  - 3.1 North Hunterdon High School and Voorhees High School booster clubs and parent organizations for the 2017-2018 school year pursuant to Policy 9210 and its regulations ATT:176
4. **Policy**
  - 4.1 First reading of board policies ATT:177-219
5. **Finance**
  - 5.1 Acceptance of a donation from the North Hunterdon High School Class of 2017 with an approximate value of \$4,000 to provide banners for the 16 light poles around the North Hunterdon High School campus ATT:220-221
  - 5.2 Acceptance of a donation from the North Hunterdon Education Foundation in the amount of \$11,496 to fund the Virtual Driver Interactive Simulator for the North Hunterdon High School Driver Education Students ATT:222
  - 5.3 Accept the NJ Department of Education Final Determination of Educational Adequacy letter (FEA) for the Science Labs Renovations at North Hunterdon High School – state project # 3660-050-17-2000 ATT:223-224
  - 5.4 Resolution BR62017-08 withdrawal from capital reserve ATT:225
  - 5.5 Pursuant to a bid opening on May 17, 2017, award a contract to KJ Sessa, Inc., of Clifton, NJ in the amount of \$182,000 for the salt shed project at Voorhees High School - state project # 3660-060-17-3000 ATT:226
  - 5.6 Pursuant to a bid opening on May 17, 2017, award a contract to KJ Sessa, Inc., of Clifton, NJ in the amount of \$281,000 for the maintenance and salt storage shed at North Hunterdon High School state project # 3660-050-17-3000 ATT:227
  - 5.7 Pursuant to a bid opening on May 31, 2017, award a contract to Askari Construction of Wyckoff, NJ for the exterior restoration at North Hunterdon High School - state project # 3660-050-17-1000 ATT:228
  - 5.8 Authorize an agreement with DMR Architects of Hasbrouck Heights, NJ to provide additional services for the field house project at North Hunterdon High School - NJ State Project #3660-050-16-5000 ATT:229-230
  - 5.9 Authorize an agreement with DMR Architects, of Hasbrouck Heights, NJ to provide professional services for structural repairs to stair towers at North Hunterdon High School - DMR project # 3941 ATT:231-249
  - 5.10 Pursuant to a bid opening on May 24, 2017, award a contract to Source4Teachers of Cherry Hill, NJ to provide substitute staffing services with a markup of 28% ATT:250-260
  - 5.11 Authorize a transfer of funds to the maintenance reserve account, in the amount of \$30,677.53, representing funds remaining after completion of a disaster recovery remediation project at North Hunterdon High School, this project was funded by a withdrawal from the maintenance reserve account authorized by the Board on September 20, 2016 on resolution MR92016-01
  - 5.12 Amended 2016-2017 maximum expenditures for professional consultants ATT:261
  - 5.13 Resolution BR62017-09 authorizing competitive contracting ATT:262
  - 5.14 Addendum to the Food Service Management Company contract with Pomptonian, of Fairfield, NJ for the 2017- 2018 school year ATT:263-267
  - 5.15 Comprehensive Equity Plan Annual Statement of Assurance for the 2017-2018 school year ATT:268
  - 5.16 Agreement with CenturyLink of Mansfield, OH, for the provision of internet services in the amount of \$1,820 per month for a term of three years for Voorhees High School ATT:269-277
  - 5.17 Renewal agreement in the amount of \$2,495 with Strauss Esmay Associates, LLP of Toms River, NJ to provide Policy Alert and Support Service for the 2017-2018 school year ATT:278

- 5.18 Agreement with Hunterdon County Educational Services Commission of Califon, NJ to provide student transportation management services for the 2017-2018 school year ATT:278-285
- 5.19 Resolution BR62017-10 for student meals at the New Road Schools of Parlin, Somerset and Ocean County ATT:286
- 5.20 Application and submission of the fiscal year 2017-2018 Elementary & Secondary Education Act - No Child Left Behind (ESEA-NCLB)
- 5.21 Application and submission of the Individuals with Disabilities Education Improvement Act (IDEIA) Part B Funding for the 2017-2018 school year
- 5.22 List of bills in the amount of \$5,685,006.53 ATT:287-329
- 5.23 Cancelled checks ATT:330
- 5.24 Minutes May 9, 2017 ATT:331-334
- 5.25 Treasurer's report April 2017 ATT:335-363
- 5.26 Transfer report April 2017 ATT:364-365
- 5.27 State contract purchases pursuant to N.J.A.C. 18A:18A ATT:366
- 5.28 Staff training / travel requests ATT:367-368

**6. Buildings, Grounds, Capital Improvements and Transportation**

- 6.1 Annual Temporary Facilities Approvals 2017-2018 ATT: 369
- 6.2 Transportation addendum ATT:370

**N. Second Opportunity for Public Comment – General**

M. Reluzco, Supervisor (resigning effective 6/30/17) and resident of Glen Gardner, commented on several areas of concern: employee morale, work environment, facilities conditions, and substitute pay rate. She provided copies of a letter she submitted previously to administration discussing these concerns.

M. Dunegan, former employee and district resident, commented on the determination to use consultants rather than district staff to provide services to students with special needs.

K. Romano, parent and district resident, commented on the determination to contract for services for students with special needs, and inquired about the RFP terms and process for selection of a vendor.

**O. Old / New Business**

ATT:371

R. Becker reiterated the deadline for submitting nominating petitions for anticipated Board vacancies.  
S. Seidorf commended on graduation.

**P. Monthly Reports – No comments.**

ATT:372-375

**Q. Motion** by R. Becker, second by S. Seidorf to adopt the following resolution as read by the Board President, F. Goger. B. Liss interjected that the evaluation of the Superintendent was likely left on the agenda from the previous meeting and is not needed; it was removed. The **motion carried** unanimously and the Board adjourned to executive session at approximately 8:15 p.m.

**1. Resolution: Executive Session**

Whereas Section 7 of the Open Public Meetings Act, N.J.S.A. 10:4-12, authorizes a public body to exclude the public from that portion of a meeting at which the Board discusses topics falling within certain specified exceptions to the requirement for open public meetings; and Whereas the matters to be discussed fall within one or more of those exceptions; now therefore be it Resolved that the Board of Education of the North Hunterdon-Voorhees Regional High School District now adjourns from public session to executive session for the purpose of discussing the following:

- a. Personnel – recommendations for appointments, separations, changes in assignment and leaves of absence; ~~evaluation of Superintendent~~
- b. Pending and threatened litigation and matters falling within the attorney-client privilege
- c. Executive session minutes May 9, 2017

**R. Motion** by S. Seidorf, second by R. Becker to reconvene Public Session. The **motion carried** unanimously and the Board reconvened in public session at approximately 9:55 p.m.

**Motion** by J. Viotto, second by J. Melick to adopt the sidebar agreement with the NHVEA and to authorize the Board President to execute the agreement. Upon a roll call vote, the **motion carried** unanimously.

- S. **Motion** by L. Approvato, second by A. Masters to approve action items S1-2 including hand carries as provided on P06202017-01 and P06202017-02. Upon a roll call vote, the **motion carried** with abstentions by J. Roncoroni on S2 (minutes for a meeting he did not attend) and on item 2.4 on P06202017 (conflict of interest); J. Viotto on item S2, minutes for a meeting she did not attend; and S. Seidorf on item 2.14 and 2.15 on P06202017.

1. Personnel agenda – P06202017
2. Executive session minutes May 9, 2017

**Motion** by J. Melick, second by R. Becker, upon recommendation of the Superintendent, to approve the settlement of litigation involving student #20205414, and to authorize the Superintendent to execute the Stipulation of Settlement on behalf of the Board of Education and take any and all action necessary for its implementation. Upon a roll call vote, the **motion carried** unanimously.

F. Goger commented that Board members had received a letter pertaining to summer hours for secretarial staff. A discussion ensued. It was the consensus of the Board to follow the terms of the NHVEA Agreement with respect to hours of work for staff assigned to the schools.

J. Roncoroni commented that he needed to change his vote to abstain on action item M 5.24 (minutes for a meeting he did not attend).

- T. **Motion** by J. Roncoroni, second by J. Melick to adjourn. The **motion carried** unanimously and the meeting adjourned at 10:03 p.m.

Respectfully Submitted,

*Susan Press*

Susan Press  
School Business Administrator / Board Secretary