

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

HUNTERDON COUNTY, NJ

Regular Meeting June 19, 2018 7:00 p.m.

District Administration Office 1445 Route 31, Annandale, NJ 08801

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

1. **Call to Order**
2. **Open Public Meeting Act Statement**
3. **Fire Code Announcement**
4. **Roll Call**

Cheryl Allen-Munley - present	Califon Borough / Tewksbury Township
Lisa Approvato - present	Clinton Township / Lebanon Borough
Shelley Crisologo - present	Town of Clinton / Franklin Township / Glen Gardner Borough
Francis Goger - present	Bethlehem Township / Hampton Borough
Robert Kirchberger - present	Clinton Township / Lebanon Borough
Amy Masters - present	Union Township
John Melick - present	Califon Borough / Tewksbury Township
Heather Richards - present	Clinton Township / Lebanon Borough
Thomas Roll - absent	High Bridge Borough / Lebanon Township
John Roncoroni - present	High Bridge Borough / Lebanon Township
Roger Straight - absent	Clinton Township / Lebanon Borough
Jessica Viotto - absent	Town of Clinton / Franklin Township / Glen Gardner Borough

Also present: J. Bender, Superintendent of Schools, R. Bergacs, Assistant Superintendent, S. Press, Business Administrator / Board Secretary, G. Cottrell, Principal, North Hunterdon High School, R. Broan, Director of Curriculum, Articulation and Student Achievement, M. Publicover, Director of Special Services, G. Vargas-Dellacasa, Technology Coordinator, M. Smagala, Communications Coordinator, B. Liss, Board Attorney, Riker Danzig, Scherer, Hyland, Perretti, and Gwen Thornton, New Jersey School Boards Association Representative

Approximately eight members of the public were present.

5. **Flag Salute**
6. **Approval of Minutes May 8, 2018** - Minutes were approved without comment.
7. **Superintendent's Report** - J. Bender reported the following:
 - 7.1. Report on Harassment, Intimidation & Bullying (HIB)
 - 7.2. **Motion** by R. Kirchberger, **second** by H. Richards to affirm the Superintendent's determinations on the HIB incidents reported at the May 8, 2018 board meeting. The **motion carried** unanimously.

- 7.3. New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Final Report for 2016-2017
- 7.4. **Motion** by S. Crisologo, **second** by J. Melick to adopt the 2018-2023 Strategic Plan. The **motion carried** unanimously.
- 7.5. **Motion** by J. Roncoroni, **second** by L. Approvato to adopt the 2018-2019 Professional Development Plan. The **motion carried** unanimously.
- 7.6. Thank you for many years of service and congratulations on the retirement of Mary Pat Publicover, Director of Special Services.
8. **President's Report** - F. Goger reported the following:
 - 8.1. July 30, 2018 - **NEW** nominating petitions for annual school election due in the Hunterdon County Clerk's office no later than 4:00 p.m. Follow this link for general information about school board membership
<https://www.njsba.org/about/membership/membership-school-board-members/school-board-candidacy/>
 - 8.2. August 14, 2018 - regular board meeting - 7:00 p.m. - District Administration Office
 - 8.3. August 14, 2018 - last date to obtain board approval to attend the New Jersey School Boards Association Annual Fall Workshop - October 22 - 25, 2018
 - 8.4. September 7, 2018 – 4:30 p.m. - New Jersey School Boards Association deadline for submission of nominations for 2018 New Jersey Board of Education Member of the Year
<https://www.njsba.org/awards-programs/board-member-year/>
 - 8.5. **Motion** by J. Roncoroni, **second** by R. Kirchberger to approve the 2019 Board meeting calendar. The **motion carried** unanimously.
 - 8.6. **Motion** by R. Kirchberger, **second** by L. Approvato to approve the 2018-2019 Board goals. The **motion carried** unanimously.
9. **Committee Report**
 - 9.1. Facilities, Finance & Transportation - J. Melick reported that the committee conducted a tour of the capital projects at North Hunterdon High School.
 - 9.2. Policy - F. Goger reported that the committee is reviewing items listed under old business (agenda items 11.1 and 11.2). R. Kirchberger commented that item 11.1 should be resolved in time for back to school.
10. **Monthly Reports**
11. **Old Business**
 - 11.1. Review student handbook regarding athletics
 - 11.2. Review policy and regulation related to staff and conflict of interest / financial gain
12. **Opportunity for Public Comment**
 - 12.1. Riley Lance shared her experiences of the cheerleading program and her support of the decision to replace the cheerleading coach.
 - 12.2. Susan DePalma spoke in support of the decision to replace the cheerleading coach, shared her experience as a parent and thanked members for their dedication of time to serve on the Board.
 - 12.3. Board President, Fran Goger, read e-mail correspondence dated June 18 from Pat Whalen.
 - 12.4. Paul Approvato commented to clarify about a matter raised in the correspondence from Mr. Pat Whalen.

13. **Motion** by J. Roncoroni, **second** by S. Crisologo to approve new textbook purchases (requires roll call majority vote). Upon a roll call vote, the **motion carried** with all in favor.
14. **F. Goger** called to approve action items 15.1 - 19.29 with the hand carried items on F61918-01. A discussion ensued and it was the consensus of the Board to table the hand carried items on F61918-01 until later in the meeting, and to amend action item 15.4 as recommended by B. Liss. The **motion carried** with the following abstentions, L. Approvato on item 17.1, S. Crisologo on item 16.2, J. Roncoroni on items 15.9 and 15.10, and A. Masters on item 19.12. (This action was ratified at the August 14, 2018 Board meeting).
15. **Annual Activities**
 - 15.1. Appointment of School Officials
 - 15.2. Report of awarded contracts P.L. 2015 Chapter 47
 - 15.3. Resolution B61918-1 professional services
 - 15.4. Resolution B61918-2 authorizing the Chief School Administrator to notify candidates of recommendation for employment pending board approval
 - 15.5. Authorize the School Business Administrator to pay all bills properly presented for payment through June 30, 2018
 - 15.6. Authorize the School Business Administrator to transfer funds within the General Fund Budget for the 2017-2018 school year to balance overdrawn accounts, if any and to transfer funds to an accounts payable account for outstanding orders for the 2017-2018 school year
 - 15.7. Renewal of Bonds for School Business Administrator / Board Secretary, Comptroller, and Treasurer of School Monies in the amounts required by statute
 - 15.8. Resolution B61918-3 establishing the bid threshold and authorizing the School Business Administrator / Qualified Purchasing Agent to award contracts
 - 15.9. Resolution B61918-4 authorizing a year-end transfer to the capital reserve account
 - 15.10. Resolution B61918-5 authorizing a year-end transfer to the maintenance reserve account
 - 15.11. Resolution B61918-6 A5 Insurance
 - 15.12. Resolution B61918-7 naming official newspapers
 - 15.13. Re-adoption of bylaws and policies with revisions of legal citations
 - 15.14. Re-adoption of existing school curriculum as found in the North Hunterdon High School and Voorhees High School curriculum guides
 - 15.15. Organizational chart 2018-2019
 - 15.16. Participation in cooperative pricing systems
 - 15.17. Naming of bank depositories
 - 15.18. Authorization to sign checks by account
16. **Curriculum, Instruction and Technology**
 - 16.1. Home instruction
 - 16.2. Out-of-District Placement Extended School Year 2018-2019 (ESY)
 - 16.3. Commission for the Blind and Visually Impaired service contracts for the 2018-2019 school year
 - 16.4. Somerset County Vocational and Technical Schools tuition rates for the 2018-2019 school year

- 16.5. Agreement with Educational Services Commission of Morris County of Morristown, NJ for professional support / non-public services for the 2018-2019 school year 192-193 addendum-support documents
- 16.6. Overnight field trips
- 17. **Student Activities**
 - 17.1. North Hunterdon High School and Voorhees High School booster clubs and parent organizations for the 2018-2019 school year pursuant to Policy 9210 and its regulations
- 18. **Policy**
 - 18.1. Second reading board policies
 - 18.2. First reading board policies
 - 18.3. First and only reading board regulations
- 19. **Finance, Facilities and Transportation**
 - 19.1. Accept the NJ Department of Education Other Capital Project Determination letter for the security entrance at Voorhees High School - state project #3660-060-18-3000
 - 19.2. Accept the NJ Department of Education Other Capital Project Determination letter for the security entrance at North Hunterdon High School - state project #3660-050-18-4000
 - 19.3. Accept the NJ Department of Education Other Capital Project Determination letter for the interior renovations at North Hunterdon High School - state project #3660-050-18-5000
 - 19.4. Accept the NJ Department of Education Final Determination of Educational Adequacy for the computer science lab at Voorhees High School - state project #330-060-18-2000
 - 19.5. Accept the NJ Department of Education Final Determination of Educational Adequacy for the interior renovations at North Hunterdon High School - state project #3660-050-18-5000
 - 19.6. Allowance deduction - change order 002 in the amount of \$4,095 - Girls Gymnasium at North Hunterdon High School - state project #3660-050-18-3000
 - 19.7. Allowance deduction - change order 004 in the amount of \$5,770.59 - for the library renovations at North Hunterdon High School and Voorhees High School - state project #3660-050-16-6000 (NHHS) and 3660-060-16-3000 (VHS)
 - 19.8. Allowance deduction - change order 006 in the amount of \$20,923.42 - team locker rooms and offices at North Hunterdon High School - state project #3660-050-16-5000
 - 19.9. Acknowledge the transfer of funds from the general fund account to the capital reserve account in the amount of \$936,373.38, representing unexpended funds from capital projects funded by capital reserve and NJ SDA grants
 - 19.10. Annual Temporary Facility Approvals for the 2018-2019 school year
 - 19.11. School Bus Emergency Evacuation Drill Report - North Hunterdon High School and Voorhees High School
 - 19.12. Acceptance of a donation from the North Hunterdon High School Athletic Football / Baseball Booster Club with an estimated value of \$5,000 for new artwork for the team locker room
 - 19.13. Authorize the School Business Administrator to execute the required documentation and take all actions to designate New York Life of Horsham, PA, as a voluntary supplemental benefit plan provider. All plans will be offered, in

- addition to all existing supplemental benefit plans, at no cost to the school district, with premiums remitted through payroll deduction
- 19.14. Authorize the School Business Administrator to execute the required documentation and take all actions to designate Colonial Life of Marlton, NJ, as a voluntary supplemental benefit plan provider offering their Voluntary Educator's Disability Insurance Program. All plans will be offered, in addition to all existing supplemental benefit plans, at no cost to the school district with premiums remitted through payroll deduction
 - 19.15. Food Service Management Company Addendum and Management Fee and Guarantee Language, for the 2018-19 school year, with The Pomptonian, Inc. of Fairfield, NJ
 - 19.16. Renewal agreement, in the amount of \$9,350 with Educational Data Services, Inc. of Saddle Brook, NJ, for the licensing and maintenance fees associated with the New Jersey Cooperative Bid Maintenance Program for the 2018-2019 school year
 - 19.17. Renewal agreement in the amount of \$2,495 with Strauss Esmay Associates, LLP of Toms River, NJ to provide policy alert and support services for the 2018-2019 school year
 - 19.18. Renewal in the amount of \$14,808 with Computer Solutions, Inc. to provide software support for the 2018-2019 school year
 - 19.19. Agreement with St. Luke's University Health Network of Bethlehem, PA in the amount of \$9,400 for the provision of Sports Medicine and Athletic Training Services
 - 19.20. Authorize application and submission of the fiscal year 2018-2019 Elementary & Secondary Education Act - No Child Left Behind (ESEA-NCLB)
 - 19.21. Authorize application and submission of the of the fiscal year 2018-2019 Individuals with Disabilities Education Improvement Act (IDEIA) Part B
 - 19.22. Declare district property as damaged and / or obsolete and grant authorization for disposal
 - 19.23. Check journals
 - 19.24. Treasurer and Board Secretary Report April 2018
 - 19.25. Treasurer and Board Secretary Report May 2018
 - 19.26. Transfer report April 2018
 - 19.27. Transfer report May 2018
 - 19.28. State contract purchases pursuant to N.J.A.C. 18A:18A
 - 19.29. Staff training / travel requests
20. F. Goger read the following resolution. **Motion** by J. Roncoroni, **second** by L. Approvato. The **motion carried** unanimously and the Board adjourned to executive session at approximately 8:05 pm.
- 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:
- 20.1. Personnel - recommendations for appointments, separations, changes in assignment and leaves of absence

- 20.2. Pending and threatened litigation and matters falling within the attorney-client privilege
- 20.3. Negotiations
- 20.4. Executive session minutes May 8, 2018
- 21. **Motion** by J. Roncoroni, **second** by J. Melick to reconvene Public Session. The **motion carried** unanimously and the Board reconvened public session at approximately 9:40 pm.
- 22. **New Business**
 - 22.1. C. Allen-Munley raised the topic of Class III Officers a discussion ensued.
 - 22.2. **Motion** by C. Allen-Munley, second by R. Kirchberger to direct the Administration to conduct a survey regarding Class III Officers. The **motion failed**.

Motion by S. Crisologo, **second** by H. Richards to approve payment of a merit bonus to the Superintendent, reflecting achievement of one of two merit goals, in the amount of 3.3% of the Superintendent's salary, subject to approval of the Executive County Superintendent. **Motion carried** upon the following vote: **In Favor** - L. Approvato, S. Crisologo, F. Goger, R. Kirchberger, A. Masters, J. Melick, H. Richards, J. Roncoroni; **Abstentions** - C. Allen-Munley; **Not In Favor** - None

- 23. **Motion** by J. Melick, **second** by A. Masters to approve action items 23.1 - 23.2 including hand carried items on P06192018-01, and with item 6.2 Athletic Assignments - Schedule C amended to indicate that Nicholas Perkalis is appointed as Assistant Coach - Winter 2018 for Boys Basketball at Voorhees High School, and including items on hand carry F61918-01. The **motion carried** upon a roll call vote with one abstention by A. Masters on the appointment of Allison Baligian as listed on Personnel agenda item 6.2.
 - 23.1. Personnel agenda P06192018
 - 23.2. Executive session minutes May 8, 2018
- 24. **Motion** by J. Roncoroni, **second** by L. Approvato to adjourn. The **motion carried** unanimously and the Board adjourned at approximately 10:05 p.m.

Respectfully Submitted,

Susan Press

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