

**KITTATINNY REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
WORK SESSION MEETING
March 3, 2011**

MOTIONS IN BOLD PRINT-ACTION TO BE TAKEN AT WORK SESSION.

***STATE MANDATED REQUIREMENT – BOARD MUST COMPLY AND MAY NOT DEFEAT BY MAJORITY NO VOTES.**

The Work Session Meeting of the Kittatinny Regional High School Board of Education was held on Thursday, March 3, 2011 in the High School Library. The Board President, Mr. Norod, called the meeting to order with the salute to the flag and the statement that the meeting was being held in conformity with the Open Public Meetings Act.

Members Present: Mr. Anthony Norod, President
 Ms. Eleanore Shaffer, Vice-President
 Mr. David Ormesher
 Mr. James Hunt
 Mrs. Judy Youngs
 Mrs. Barbara Andrews
 Mr. John Tracey

Members Absent: Mr. Robert Greene

Also present were Mr. Craig Hutcheson, Superintendent, Ms. Margaret Conroy, Board Secretary, and Public.

At 7:00 pm, the Board President, Mr. Norod, called the meeting to order **Call to** with the salute to the flag and the statement that the meeting was being **Order** held in conformity with the Open Public Meetings Act as follows:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Kittatinny Regional High School Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted: The New Jersey Herald, the Sunday New Jersey Herald, Constituent Municipal Buildings, Constituent Boards of Education, and the Kittatinny Regional High School.

Mr. Hutcheson introduced Ms. Sarah Brook, Scholar-Athlete.

Mr. Hutcheson gave a budget update and reviewed the power point to the board members.

Public Budget Hearing – March 24, 2011 – 7 P.M.

Scholar-Athlete Dinner is Friday, March 25, 2011, at Perona Farms at 6 P.M.

PETITIONS FROM THE AUDIENCE

Mr. Roy Chiariello thanked the Board for what they do.

CORRESPONDANCE – None

FINANCE, BUDGET AND INSURANCE

Budget

- A. A motion was made by Mr. Tracey, seconded by Mrs. Andrews and carried by a unanimous roll call vote of the members present to approve the following resolution:
- 2011-12
Tentative
School
Budget**

The Board of Education of Kittatinny Regional School District hereby adopts the following tentative budget for the 2011-12 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment: 1,147

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$19,381,356	\$12,765,108
Special Revenue Fund	237,000	- 0 -
Debt Service Fund	<u>220,988</u>	<u>205,566</u>
Total	<u>\$19,839,344</u>	<u>\$12,970,674</u>

Be it further resolved, that there should be raised an additional \$68,175 for General Funds in the same school year 2011-12. These taxes will be used exclusively for continuation of providing 5:30 p.m. late bus transportation for athletic and co-curricular students. Approval of this question will not result in a permanent increase in the district's tax levy.

Budget – con't

Be it further resolved, that included in line 132, Budgeted Withdrawal from Capital Reserve – Excess Costs and Other Capital Projects, is \$150,000 for other capital project costs for the renovation of the track. The total costs of this project is \$175,500 which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

- B. A motion was made by Mr. Tracey, seconded by Mrs. Andrews and carried by a unanimous vote of the members present to approve the maximum expenditure amount that may be allotted for travel and expense reimbursement for the 2011-12 budget at \$45,000 as required by N.J.A.C. 6A:23B-1.2(b). The Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.**
- Maximum
Expenditure
for Travel &
Expense**

Finance

- A. Discussion to certify pursuant to N.J.A.C. 6A:23A-16.10 (c) 3 that as of March 24, 2011 after review of the appropriations section of secretary's monthly fiscal report and upon consultation with the Business Administrator to the best of our knowledge that no major account or funds has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4 and sufficient funds are available for the remainder of the fiscal year.
- B. A motion was made by Mr. Tracey, seconded by Mr. Ormesher and carried by a unanimous vote of the members present to approve the attached monthly travel for administration, board members and staff as per Board policy. (Attachment F-1)**
- Monthly
Travel**
- C. Motion to approve the following finance items:
- February 2011 transfers
March 2011 bill list
- D. Discussion to approve the attached Request for Proposal for dissemination and advertisement for Architectural Services for a proposed referendum for roof replacement and solar panel installation. (Attachment F-2)

FINANCE, BUDGET AND INSURANCE – con't

- E. Discussion to accept Bank account balance report as of February 28, 2011 for the following accounts:

Bank Accounts	February 28 Balance
Adult Education	\$ 15,988.63
Cafeteria	\$ 70,008.46
Driver Education	\$ 12,165.86
Petty Cash	\$ 411.64
School Store	\$ 6,317.70
Student Activities	\$197,849.99
Athletics	\$ 6,105.86
Unemployment	\$ 92,150.04

PERSONNEL

- A. Discussion to approve Christopher Cummins as Girls Assistant Track and Field Coach for the spring 2011 season, Category 2, Step 3, \$4,086.
- B. Discussion to hire _____ as Assistant Girls LaCrosse Coach. (Salary to be paid by Kittatinny Youth LaCrosse Club (KYLC) as per Memorandum of Agreement with KYLC).
- C. Discussion to approve the following Girls Lacrosse volunteers and consultants:

Jazmine Farrell – Volunteer
Karen Ruitenberg – Volunteer
Kathy Fricke – Consultant
Michael Meehan - Consultant
Cherie Shortway – Consultant

- D. Discussion to approve the following Girls/Boys Track volunteers:

Elise Tooker (approved substitute)
Dana Marion (on staff)
Robert Vesper (on staff)
Chris Angelillo (on staff)
Ryan MacNaughton (on staff)

- E. Discussion to approve Robert Vesper as a volunteer for baseball.
- F. Discussion to approve after school hours for Lori Comstock, Paraprofessional, at the hourly rate of \$12.45 to support a special education student who would like to participate in junior high swim team. (Salary to be paid from IDEIA funds.)

PERSONNEL

- G. Discussion to approve the following Instructors for the CPR Recertification Class, Lifeguard Recertification Class and Full Lifeguard Class:

Joe Mate - \$25/hour
Jeff Gely - \$25/hour

- H. Discussion to approve the following substitute teachers pending completion of necessary paperwork, satisfactory criminal background check as recommended by the Superintendent for the 2010-11 school year:

Leif Enoksen
Eric Gonzalez
Christina Kahle

- I. Discussion to approve the attached expenses and resolution for Margaret Conroy, Business Administrator, to attend the NJASBO Conference in Atlantic City, NJ on June 1, 2 and 3, 2011. (Attachment P-1)
- J. Discussion to approve the attached expenses and resolution for Craig Hutcheson, Superintendent, to attend the NAFIS, National Association of Federally Impacted Schools, Conference in Washington, D.C. on Saturday, April 2-Tuesday, April 5, 2011. (Attachment P-2)
- K. Discussion to approve Taylor Schutte, Student Lifeguard, Step 1 - \$7.50 per hour.

CURRICULUM

- A. Discussion to approve the Kittatinny Regional Consortium Curriculum Assessment and Revision Schedule for the years 2011 through 2016. (Attachment C-1)
- B. Discussion to approve Kittatinny Regional School District's 2011-2012 school calendar. (Attachment C-2)

CURRICULUM – con't

- C. A motion was made by Ms. Shaffer, seconded by Mrs. Andrews and carried by a majority vote of the members present with Mr. Tracey abstaining to approve the following AP Review Sessions to be offered to AP students in preparation for the AP exams administered in May at no cost to students. Cost: \$37.00 per hour, not to exceed 10 hours, (\$370.00 per person):
- AP Review Sessions**

AP English Literature and Composition: Seven evening sessions each to be taught by Carol Fishbone, Ph.D. and Jennifer Rolon during March and April.

AP US History/AP Government: Nine evening sessions to be taught by Carolle Im during March and April.

- D. Discussion to approve 2011 Summer Camp Proposal. (Attachment C-3)
- E. Discussion to approve a free baseball clinic, coordinated by Brandt Anderson, KRHS Head Baseball Coach, on April 2, 2011 for members of the Stillwater, Fredon and Hampton Little Leagues to be held in the high school gym, auxiliary gym and multipurpose room from 2:00 to 5:00 p.m.
- F. A motion was made by Ms. Shaffer, seconded by Mr. Tracey and carried by a unanimous vote of the members present to approve the following Junior High Student Council fundraisers:
- Jr. High Student Council Fundraisers**
- Collection of spare change during the lunch periods for the month of March as part of the Hero Project being promoted by the American Red Cross.
- Junior High dance to benefit the family of one of our eighth grade students who recently lost everything due to a house fire to be held on April 29, 2011. Cost would be \$5 admission. Refreshments will also be sold.
- G. Discussion to approve revisions to the Honors/AP Program Criteria Worksheet and Teacher Rating Scale. (Attachment C-4)
- H. Discussion to approve a band field trip to Lincoln Center, NYC, on Tuesday, October 25, 2011 to see famous composer/conductor John Williams lead the NY Philharmonic in concert. Trip would leave school at 2:30 via coach bus and return to school 11 p.m. (All costs to be borne by students)

Information and Discussion Items:

Homebound Instruction Count for February: 5 students
Nurse's Report (attached)
Lesson Plan sample (attached)

POLICY

A. **Discussion to approve 1st reading revision of the following attached policies/regulations:

- #1322 – Contests for Pupils (Pol-1) (Major revision-combination of policies)
- #1330 – Use of School Facilities (Pol-2) (Major revision-combination of policies)
- #1400 – Relations Between Other Governmental Agencies and the District (Pol-3)
(Date revision)
- #1410 – Local Units (Pol-4) (Major revision-combination of policies)
- #1420 – County and Intermediate Units (Pol-5) (Major revision-combination of policies)
- #1500 – Relations Between Area, County, State, Regional and National Associations and
the District (Pol-6) (Date revision)
- #1600 – Relations Between Other Entities and the District (Pol-7) (Major revision update
to School Boards policy)

TRANSPORTATION

- A. A motion was made by Mr. Tracey, seconded by Ms. Shaffer and carried by a majority vote of the members present with Mrs. Youngs refraining from voting to approve: Add Bus Stop Route K-16**
Add bus stop at Nautilus Gym to Route K-16 (PM ONLY)
- B. A motion was made by Mr. Tracey, seconded by Ms. Shaffer and carried by a majority vote of the members present with Mrs. Youngs refraining from voting to approve: Add Bus Stop Route K-27**
Add bus stop to Route K-27 – Owassa Road & Possum Hill Road
- C. A motion was made by Mr. Tracey, seconded by Ms. Shaffer and carried by a majority vote of the members present with Mrs. Youngs refraining from voting to approve: Add Bus Stop Route K-12**
Add bus stop Route K-12 – 981 Mt. Benevolence Road (new student)

TRANSPORTATION – con't

D. Discussion to approve:

Stocker Bus Company – Quoted Field Trips

<u>Identification #</u>	<u>Destination</u>	<u>Per Bus</u>	<u>Cost Per Bus</u>	<u>Total Cost</u>
QFT-1	Vernon H.S.	2 – 54 Pass.	\$225.00	\$ 450.00
QFT-2	Sussex Cty. Tech	1 – 54 Pass.	\$120.00	\$ 120.00
QFT-3	Newton	2 – 54 Pass.	\$145.00	\$ 290.00
QFT-4	Randolph H.S.	1 – 54 Pass.	\$275.00	\$ 275.00
QFT-5	Sandyston School (elementary)	1 – 54 Pass.	\$135.00	<u>\$ 135.00</u>
				\$1270.00

Multi Contract # - QFT10/11-1 – Total Quoted Cost \$1270.00

E. Discussion to approve:

First Student Lafayette – Quoted Field Trip

<u>Identification #</u>	<u>Destination</u>	<u>Per Bus</u>	<u>Cost Per Bus</u>
QFT-6	Skyview CC	1 – 54 Pass	\$79.00

Multi Contract# - QFT1-/11-2 - Total Quoted Cost \$79.00

F. Discussion to approve:

First Student Newton – Quoted Field Trips

<u>Identification #</u>	<u>Destination</u>	<u>Per Bus</u>	<u>Cost Per Bus</u>
QFT-7	Mt. Creek, Vernon	1 – 54 Pass	\$319.00

Multi Contract# - QFT10/11-3 - Total Quoted Cost for six trips \$1914.00

G. Discussion to approve:

Stocker Bus Company – Quoted Field Trip

<u>Identification #</u>	<u>Destination</u>	<u>Per Bus</u>	<u>Cost Per Bus</u>
QFT-8	Parsippany Hills HS	1 – Van	\$165.00

Multi Contract# - QFT10/11-4 – Total Quoted Cost \$165.00

H. Discussion to approve:

Field Trip Jointure between Kittatinny High School and High Point High School for the FBLA Club to Parsippany Hills High School on February 16, 2011. Identification# QFT-8 for a total cost of \$107.50. All cost to be borne by High Point Board of Education.

BUILDING AND GROUNDS

- A. Discussion to approve use of fields for Kittatinny Little League beginning April 25, 2011 through June 15, 2011 based upon availability of fields and the recommendation of the athletic director.
- B. Discussion to approve use of fields for the Stillwater/Fredon Little League beginning March 15, 2011 through June 15, 2011 based upon availability of fields and the recommendation of the athletic director.
- C. Discussion to approve the purchase of a new DVR for the security camera system from ABCode Security at a cost of \$2,900. (Mechanical failure of the old DVR security device)
- D. Discussion to amend motion “C” from the February 17, 2011 meeting to approve the Kittatinny Travel Softball (outside group) for a tournament to be held the weekend of May 20, 2011 (moved from May 12-15, 2011) based upon field availability and upon the recommendation of the Athletic Director.
- E. Discussion to approve use of fields for the Kittatinny Newton American Legion Baseball beginning April 10, 2011 through June 15, 2011 based upon the availability of fields and the recommendation of the athletic director.
- F. Discussion to approve the use of the gym for the Kittatinny Travel Basketball Team beginning March 25, 2011 through June 15, 2011 based upon availability of gym and the recommendation of the athletic director.

NEGOTIATIONS – Executive Session

LEGAL

EXECUTIVE SESSION

At 7:50 p.m., the following resolution was approved by Mr. Hunt, seconded by Mr. Ormesher and carried by a unanimous vote of the members present:

**Executive
Session**

WHEREAS, The Open Public Meetings Act, Chapter 231, PL 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Kittatinny Regional Board of Education is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED, by the Kittatinny Regional Board of Education, County of Sussex, State of New Jersey, that a closed session of this Board of Education (where the public shall be excluded) will be held at this time for the purpose of discussing: negotiations.

BE IT FURTHER RESOLVED, that the action of the Board with regard to the above entitled matters shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved, and would not result in a possible invasion of their right of privacy.

At 8:05 p.m., a motion was made by Mr. Ormesher, seconded by Ms. Shaffer and carried by a unanimous vote of the members present to adjourn Executive Session, the results of which will not be made public this evening.

**Adjourn
Executive
Session**

MISCELANEOUS

Possible Executive Session for one or more of the exceptions allowable under the Open Public Meetings Act.

The Public Hearing on the 2011-12 Budget will be held at 7:00 p.m. at the Regular Meeting on March 24, 2011.

ADJOURNMENT

At 8:05 p.m., a motion was made by Mr. Ormesher, seconded by Mr. Hunt and carried by a unanimous vote of the members present to adjourn the meeting.

Respectfully submitted,

Margaret Conroy
Board Secretary

COMMENDATIONS

MARCH 2011

TO:

- KRHS wrestlers for their achievements at the District Wrestling Tournament:
1st place: Garrett Scrivani and Matt Simpson
2nd place: Nick West, Nick Romyns, Derek Conrad, Clarke Moynihan
3rd place: Brandon Logan, Kieran Gerrity, Matt Parkyn, Pete Klimek
4th place: Jake Drelich
- KRHS wrestlers for their achievements at the Region Wrestling Tournament:
2nd place: Garrett Scrivani, Clarke Moynihan
(Both wrestlers will compete at the State Tournament in Atlantic City on March 4, 5 and 6th)
- Garrett Scrivani for receiving his 100th win in wrestling.
- Coaches, John Gill, Steve Butler and Linn Crawn and the KRHS wrestling team for this year's success in winning the Cougar Classic Tournament, the NJAC Freedom Division Championship, the North 1 Group 1 Sectional Championship and second place finish at the State Group 1 Championship.
- Coaches George Soutter and Scott Van Osten and the Boys and Girls Swim Teams on their best statistical season in over 15 years. Both teams qualified for and competed in the NJSIAA State Quarterfinals.
- Freshman Brandon Tutty qualified for the NJSIAA State Individual Championship and also broke the school record in the 100 Fly last set in 1981.
- Coaches Andy Meyers and Deb Guidi and the Girls Basketball team for a successful season and for qualifying for the NJSIAA State Sectional tournament.
- Betty Scymanski for her hard work and preparation in administering the HSPA testing.
- Patty Egan for receiving the Golden Apple award for the second marking period.
- Janice Morrison for being named Hampton Rotary's Student of the Month for February.
- Alicia Lyzenga for being chosen to have her poetry published in the nation-wide magazine, *Teen, Inc.*

Kittatinny Regional High School
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- Elena McKeown for being chosen as the 2010-2011 DAR Good Citizen Award winner. She will be honored at the New Jersey State Awards Day Luncheon in Princeton on April 1, 2011. She will also be invited to the Chapter's Awards Luncheon on April 9, 2011 at the Wantage DAR Museum.
- Nick Kaufman for attaining the rank of Eagle Scout.