

**KITTATINNY REGIONAL HIGH SCHOOL  
BOARD OF EDUCATION MEETING  
REGULAR MEETING  
JANUARY 18, 2018**

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

The Regular Meeting of the Kittatinny Regional High School Board of Education was held on Thursday, January 18, 2018 in the High School Library. The Board President, Mr. Cooper, 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. Carl D. Cooper, President  
                              Ms. Eleanore Shaffer, Vice President  
                              Mr. David Ormesher  
                              Mrs. Barbara Andrews  
                              Mrs. Judy Youngs  
                              Mr. Robert Greene  
                              Mr. James Hunt

Members Absent:     Mrs. Moira Douglas

Also present were Mr. Craig Hutcheson, Superintendent, Mrs. Kathleen Kane, Business Administrator, Mrs. Lorraine Walther, Assistant Board Secretary, and Public.

At 7:00 pm, the Board President, Mr. Cooper, called the meeting to order **Call to**  
with the salute to the flag and the statement that the meeting was being held **Order**  
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.

A motion was made by Ms. Shaffer, seconded by Mr. Hunt and carried by a unanimous vote of the members present to approve the Regular Session Minutes of December 14, 2017.

A motion was made by Mrs. Andrews, seconded by Ms. Shaffer and carried by a unanimous vote of the members present to approve the Executive Session Minutes of December 14, 2017.

A motion was made by Mr. Ormesher, seconded by Mr. Greene and carried by a unanimous vote of the members present to approve the Financial Statements of the Treasurer of School Monies and the Secretary's Report of December, 2017.

**CORRESPONDENCE** – None

**COMMENDATIONS**

- The following students for being named Students of the Month for December:
  - 7<sup>th</sup> Grade: Charlie Hatch, Megan Hurley
  - 8<sup>th</sup> Grade: Teylor Aeberli, Kylie Pender
  - 9<sup>th</sup> Grade: Gio Capizzo, Mary Condit
  - 10<sup>th</sup> Grade: Austin Seames, Sarah DiGiorgio
  - 11<sup>th</sup> Grade: Gabe Johnson, Claudia Ryan
  - 12<sup>th</sup> Grade: Derek Michelman, Makenna Conklin
- Brian Bosworth, Jolene Hegarty and the Guidance staff for hosting a successful and informative Alumni presentation to our senior students on “Surviving College” on December 22, 2017.
- Heather Anderson for being named Kittatinny’s Educator of the Year for the 2017-2018 school year.
- Kate Morelli for being named Kittatinny’s Educational Services Professional for the 2017-2018 school year.
- Kelly Insalaco for being chosen as Mugs Media Soccer Player of the Year.
- Kelly Insalaco for scoring her 1,000 career point in basketball at the Holiday Tournament at Delaware Valley High School.
- Matt Majka for being chosen as Mugs Media Soccer Coach of the Year.
- The following student artists for placing in the Wallkill Valley Regional High School’s 7<sup>th</sup> Annual Art Show:
  - Emily Jerger – 1<sup>st</sup> place in the Sculpture Division
  - Sabrina Leonard – 2<sup>nd</sup> place in the Sculpture Division
  - Cheryl Stober – 3<sup>rd</sup> place in the Sculpture Division
  - Michael Mangino – 2<sup>nd</sup> place in the Junior High Crafts Division
- Heather Mate, Emily Murray and Vicki Recenello for arranging guest speakers from Alumni in Recovery in the senior Health classes. Speakers addressed the Opiate epidemic and their personal struggles with addiction.

**COMMENDATIONS** – con't

- Kate Morelli and Cheyenne Borkowski for putting together a College Panel of seven representatives who shared information with our College & Career Readiness classes.
- Pete DeMartini for hosting a second ASVAB test to help our students pass the state testing graduation requirement through an alternative method.
- Laurie Ryan for her coordination of a successful Parent-Teacher conference night.
- Senior Emily Jerger for receiving 1st place, and "Best in Show" for her ceramic sculpture titled "Strangle Hold." This is a very prestigious award, and many entries county wide were submitted. This also entitles Emily to a Peters Valley Scholarship!!!
- Eight KRHS students who had artwork selected for the Sally D. Francisco Gallery located upstairs from the Peters Valley Craft Store. The exhibit is sponsored by the Peters Valley Craft Center and celebrates young artists. (Some of our young artists involved were: Sabrina Leonard, Taylor Loevlie, Maddy McManus-Davis, Christina Ishiba, Jessica Van Glahn, Blare Sullivan, and Cheryl Stober.

**PETITIONS FROM THE AUDIENCE** – none

**CSA REPORT**

Mr. Hutcheson reported on the following items:

- The new Governor, Phil Murphy, was sworn in. He made comments during his inauguration speech that he was going to get rid of Parcc testing. Whether that be changing the name and keeping the test but you have to have some sort of testing in order to receive federal funds.
- New commissioner of education, David Hespe, was the principal at Carteret High School, he is highly regarded by his peers and is supported by the NJSIAA and NJEA.
- The legislation information that was given about super teams and home schooled, private, charter school was pocket vetoed by Governor Christie so no changes will be forthcoming.
- School Report Card showed we are good in testing but high in suspension and chronic absenteeism. We are looking at how other schools code the absenteeism. The only excused absence is religious holidays and if you are on a clear medical absence.
- In your packets you have the questions answered on the u got brains and field hockey alumni information.

**FINANCE, BUDGET AND INSURANCE**

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of January 18, 2018, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

Board Secretary	Date	
A. A motion was made by Mr. Greene, seconded by Mr. Ormesher and carried by a unanimous vote of the members present to certify pursuant to N.J.A.C. 6A:23A-16.10(c)4 that as of January 18, 2018, 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>Certify Financial Statements</b>
B. A motion was made by Mr. Greene, seconded by Mr. Ormesher and carried by a unanimous vote of the members present to approve the following finance items:  Payment of bills – January 2018 List of transfers – December 2017		<b>December Transfers / January Bills</b>
C. A motion was made by Mr. Greene, 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)		<b>Monthly Travel</b>
D. A motion was made by Mr. Greene, seconded by Mr. Ormesher and carried by a unanimous vote of the members present to approve Budget/Election Calendar for the 2018-2019 school year. (Attachment F-2)		<b>2018-2019 Budget / Election Calendar</b>

**FINANCE, BUDGET AND INSURANCE** – con't

- E. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous roll call vote of the members present to approve the following Resolution regarding a waiver from the SEMI requirements: **Waiver of SEMI Requirements**

Whereas, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-19 school year by January 2018, and

Whereas, the Kittatinny Regional Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the Kittatinny Regional Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Sussex an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2018-19 school year.

- F. A motion was made by Mrs. Youngs, seconded by Mr. Hunt and carried by a unanimous vote of the members present to authorize the Kittatinny Regional Board of Education to enter into a Cooperative Pricing Agreement with New Jersey School Boards Association (#E8801-ACESCPS) for the purchase of electricity, technology, work, materials and supplies for the 2017-18 school year. **Cooperative Pricing Agreement with NJ School Boards Association**

- G. A motion was made by Mrs. Youngs, seconded by Mr. Hunt and carried by a unanimous vote of the members present to approve tuition contract with Green Township Board of Education for student #19349 for the 2017-18 school year at \$18,254. Any related services are billed separately. (All costs borne by Green Township School District.) **Tuition Contract with Green Township Board of Education**

**FINANCE, BUDGET AND INSURANCE** – con't

- H. A motion was made by Mrs. Youngs, seconded by Mr. Hunt and carried by a unanimous vote of the members present to accept the monthly bank balances for the following accounts: **Bank Account Balance Report**

Bank Accounts	12/31/17 Balance
Adult Education	\$ 62,904.27
Cafeteria	\$67,636.48
Driver Education	\$6,640.46
Petty Cash	\$207.60
School Store	\$9,768.14
Student Activities	\$233,152.49
Athletics	\$2,461.01
Unemployment Trust	\$256,273.78

Information – County substitute rate comparison.

**PERSONNEL**

- A. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve the following substitute teacher pending completion of necessary paperwork and satisfactory criminal background check as recommended by the Superintendent: **Substitute Teachers**

Emily Boyle  
 Tyler Hunt  
 Amy Sisto

*B. Action Taken at Work Session. (Approval of Michael Cheski as Teacher of Video Production and Creative Arts.)*

*C. Action Taken at Work Session. (Approval of Paul Pouliot as Teacher of French.)*

- D. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve coaching recommendations for the Spring 2018 season, as recommended by the Superintendent. (Attachment P-3) **Spring 2018 Coaching Recommendations**

**PERSONNEL** – con't

- E. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve the attached expenses and resolution for Christopher Carroll, Athletic Director, to attend the Directors of Athletics Association of New Jersey (DAANJ) Athletic Directors Conference in Atlantic City, New Jersey on March 12-16, 2018, General Services Administration (GSA) hotel rate is \$99/day (cost of Golden Nugget Hotel is \$91/per night plus tax.) (Note: hotel rate does not exceed GSA rate of \$99.) (Attachment P-4) **Athletic Director to Attend DAANJ Conference**
- F. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Fred Fogle and Joseph Mate to write curriculum for Trades Preparedness course at a rate of \$40/hour, maximum of ten hours (five hours each), as recommended by the Superintendent. **Trades Preparedness Curriculum**
- G. *Action Taken at Work Session. (Approval of resignation of Jason Geleski as Head Boys Basketball Coach.)*
- H. *Action Taken at Work Session. (Approval to post/advertise for Freshman Boys Basketball Coach.)*
- I. *Action Taken at Work Session. (Approval of transfer of Joseph Coltelli as Assistant Boys Basketball Coach to Head Boys Basketball Coach.)*
- J. *Action Taken at Work Session. (Approval of transfer of Joseph Boyle as Freshman Boys Basketball Coach to Assistant Boys Basketball Coach.)*
- K. *Action Taken at Work Session. (Approval to allow Superintendent to offer Freshman Boys Basketball Coach position.)*
- L. *Action Taken at Work Session. (Approval of Chris Cummins as temporary Freshman Boys Basketball Coach.)*
- M. A motion was made by Mr. Hunt, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Chris Cummins as Freshman Boys Basketball Coach, effective immediately, at a stipend of \$5,985, prorated, Step 3, as recommended by the Superintendent. **Freshman Boys Basketball Coach**

**PERSONNEL** – con't

- N. A motion was made by Mr. Hunt, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve maternity/family leave request for Jazmine Penkala, Teacher of Mathematics, utilizing 33 sick days from April 10, 2018 through May 24, 2018, upon the recommendation of the Superintendent. The following leaves are requested:
- Maternity /  
Family Leave  
Request**

Federal Family Leave Act (FMLA) – 4/10/18 – 5/24/18  
New Jersey Family Leave Act – not eligible  
Unpaid Leave Request – 5/25/18 – 6/30/18; 8/29/18 – 2/1/19

- O. A motion was made by Mr. Hunt, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to post/advertise for temporary leave replacement for Teacher of Mathematics.
- Post /  
Advertise  
Teacher of  
Mathematics**

- P. A motion was made by Mr. Hunt, seconded by Mr. Greene and carried by a unanimous roll call vote of the members present to approve Cort Enoksen (current long-term sub) as full-time Paraprofessional, effective January 19, 2018, Step 1, at a salary of \$15,925, prorated, (final salary to be determined upon settlement of the collective negotiated bargaining agreement), pending completion of necessary paperwork and satisfactory background check as recommended by the Superintendent. (Attachment P-5)
- Para -  
Professional**

**CURRICULUM**

- A. A motion was made by Ms. Shaffer, seconded by Mrs. Andrews and carried by a unanimous vote of the members present to approve the monthly suspension report. (Attachment C-1)
- Monthly  
Suspension  
Report**
- B. A motion was made by Ms. Shaffer, seconded by Mrs. Andrews and carried by a unanimous vote of the members present to approve the Harassment, Intimidation and Bullying (HIB) report. (Attachment C-2) (No HIB reports at this time.)
- HIB Report**



**CURRICULUM** – con't

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|---|--|
| C. A motion was made by Ms. Shaffer, seconded by Mrs. Andrews and carried by a unanimous vote of the members present to approve the following new courses: (Attachment C-3)   | <b>New Courses</b>                       |
| Integrated Environmental Science<br>Integrated Physics<br>Trades Preparedness   |  |
| D. A motion was made by Ms. Shaffer, seconded by Mrs. Andrews and carried by a unanimous vote of the members present to approve the following course revisions (name change): (Attachment C-4)  | <b>Course Revisions</b>                  |
| Chemistry in the Community<br>Life Science<br>Science Exploration   |  |
| E. A motion was made by Mr. Greene, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve piloting of the Attendance Recovery Program. (Attachment C-5) The board discussed the program and agreed to pilot it with a report of the program at the end of the year.   | <b>Attendance Recovery Program Pilot</b> |
| F. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve the novel Hoot by Carl Hiaasen for use in the General Education class.   | <b>Book for General Education</b>        |
| G. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve April 23–25, 2018 as half days for the administration of PARCC testing for KRHS students.  | <b>Half Days</b>                         |
| H. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Drivers Education students (maximum 20) to attend UGotBrains Campaign showcase at Six Flags Great Adventure in Jackson, New Jersey, on Thursday, May 24, 2018. No cost to attend showcase and lunch will be provided. Transportation via Kittatinny bus. | <b>UGotBrains Campaign Showcase</b>      |
| I. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Memorandum of Understanding between East Stroudsburg University and the Kittatinny Regional School District for the PreK-12 Educator Tuition Program (P.E.T. Program). (Attachment C-6)  | <b>PreK-12 Educator Tuition Program</b>  |

**CURRICULUM** – con't

- J. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Kittatinny Players fundraiser to create a “GoFundMe” page and a “DonorsChoose” page to raise funds to pay for video equipment for the Kittatinny players. **Fundraiser**
- K. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Future Business Leaders of America (FBLA) to attend the FBLA State Competition on March 7-9, 2018, at the Harrah’s Waterfront Convention Center in Atlantic City, N.J. with their advisor, Natasha Gialanella. Cost of trip (approx. \$264/student) to be borne by students with the assistance of some fundraising. Transportation to be paid from FBLA account. (Attachment C-7) **FBLA State Competition Attendance**

**Information:**

Homebound Instruction count for December 2017: 4  
No More Zeros – article

**POLICY**

- A. A motion was made by Mr. Hunt, seconded by Ms. Shaffer and carried by a unanimous roll call vote of the members present to approve 2<sup>nd</sup> reading and adoption of the following policies: **Second Reading of Policies: 1120, 1330, 2131, 2240, 4113/4114 – 4213/4214, 5111, 5131, & 5131.5**
- #1120 Board of Education Meetings
  - #1330 Use of School Facilities
  - #2131 Chief School Administrator
  - #2240 Research, Evaluation and Planning
  - #4113/4114 – 4213/4214 Assignment/Transfer
  - #5111 Admission
  - #5131 Conduct/Discipline
  - #5131.5 Vandalism/Violence

**TRANSPORTATION** – No motions at this time.

**BUILDING AND GROUNDS**

- A. A motion was made by Mr. Hunt, seconded by Mr. Greene and carried by a unanimous vote of the members present to authorize an amendment to the district's Long Range Facility Plan (LRFP) for the attached proposed capital maintenance projects. (Attachment B&G-1) **Long Range Facility Plan**
- B. *Action Taken at Work Session. (Approval of Resolution to amend the District's Long Range Facility Plan.)*
- C. A motion was made by Mr. Hunt, seconded by Mr. Greene and carried by a unanimous vote of the members present to approve Resolution Authorizing Disposal of Surplus Property. (Attachment B&G-2) **Resolution Authorizing Disposal of Surplus Property**

**NEGOTIATIONS** – Meeting January 31, 2018

**LEGAL**

New NJSIAA Transgender Policy - FAQs  
New Jersey Senate/Assembly Bill regarding public school participation in athletics and cooperative athletic teams.

**MISCELLANEOUS**

- A. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve Resolution recognizing January as New Jersey School Board Recognition Month. (Attachment M-1) **NJ School Board Recognition Month**
- B. A motion was made by Ms. Shaffer, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to accept donation of 9,000 iron-on transfers from Paul Jetter to be used by the Creative Arts Department. **Donation of Iron-on Transfers**

**EXECUTIVE SESSION**

At 7:35 p.m., the following resolution was approved by Mr. Hunt, seconded by Ms. Shaffer 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: legal.

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 7:47 p.m., a motion was made by Ms. Shaffer, seconded by Mr. Hunt and carried by a unanimous vote of the members present to adjourn Executive Session, the results of which will be made public this evening. **Adjourn Executive Session**

Information: Approval of our request through the equivalency and waiver process for N.J.A.C.6A:30-3.1 (a) through (d) and 3.2 (a) through (h) has been approved by the Department of Education. The approval extends Kittatinny's certification as high performing for three years.

**ADJOURNMENT**

At 7:48 p.m., a motion was made by Mr. Ormesher, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to adjourn the meeting.

Respectfully submitted,

Kathleen Kane  
Board Secretary