

**KITTATINNY REGIONAL HIGH SCHOOL  
REORGANIZATION MEETING  
JANUARY 10, 2018**

The Reorganization Meeting of the Kittatinny Regional High School Board of Education was held on Wednesday, January 10, 2018 in the High School Library. The meeting was called to order at 7:00 p.m. by the Board Secretary, Mrs. Kathleen Kane. The meeting continued with the salute to the flag and the statement that the meeting was being held in conformity with the Open Public Meetings Act.

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.

Members Present:     Ms. Eleanore Shaffer, President  
                              Mr. Carl D. Cooper, Vice President  
                              Mrs. Moira Douglas  
                              Mr. David Ormesher  
                              Mrs. Barbara Andrews  
                              Mrs. Judy Youngs  
                              Mr. James Hunt  
                              Mr. Robert Greene

Members Absent:     None

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

Mrs. Kane reviewed with the Board Members the election results as follows:

Election Results:

Three-Year Term:

Fredon Township	James Hunt (217 votes)
Hampton Township	David Ormesher (453 votes)
Sandyston Township	Robert Greene (579)

At this time re-elected Board Members, Mr. James Hunt, Mr. David Ormesher, and Mr. Robert Greene stated their required oath of office.

The Board Secretary called for a motion to open nominations for President of the Board of Education. Ms. Shaffer nominated Mr. Cooper, seconded by Mr. Greene. Mr. Ormesher made a motion that nominations be closed, seconded by Mr. Hunt and carried by a unanimous roll call vote of the members present. Due to no other nominations made Mr. Cooper is elected President of the Kittatinny Board.

The Board President, Mr. Cooper called for a motion to open nominations for the Vice President of the Board of Education. Mrs. Andrews nominated Ms. Shaffer, seconded by Mr. Cooper and carried by a unanimous roll call vote of the members present. Due to no other nominations made Ms. Shaffer is elected Vice President of the Kittatinny Board.

### **ANNUAL SCHEDULE OF MEETINGS**

- 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 attached list of the monthly meeting schedule. (R-1) **Monthly Meeting Schedule**

### **APPOINTMENT OF DELEGATES**

- A. A motion was made by Mr. Greene, seconded by Ms. Shaffer and carried by a unanimous vote of the members present to approve appointment of delegates: **Appointment of Delegates**
- N.J.S.B.A. Delegate – Robert Greene
  - S.C.S.B.A. Delegate – Eleanore Shaffer
  - S.C.E.S.C. Delegate – Moira Douglas
  - Teacher of the Year (currently Barbara Andrews) – Moira Douglas
  - Sick Bank Leave Committee (3) (currently Barbara Andrews, Carl Cooper and Robert Greene) -

### **MISCELLANEOUS APPROVALS**

- A. A motion was made by Ms. Shaffer, seconded by Mr. Hunt and carried by a unanimous vote of the members present to re-affirm and acknowledge receipt and review of the State of New Jersey Code of Ethics as required by N.J.S.A.18A. (R-2) **New Jersey Code of Ethics**

**MISCELLANEOUS APPROVALS** – con't

- B. A motion was made by Mrs. Douglas, seconded by Mr. Hunt and carried by a unanimous vote of the members present to re-affirm policies/regulations as approved for the 2017-2018 school year. **Reaffirm Policies / Regulations for 2017-2018**
- C. A motion was made by Mrs. Douglas, seconded by Mr. Greene and carried by a unanimous vote of the members present to re-affirm current curriculum guides as approved for the 2017-2018 school year. **Reaffirm Curriculum Guides for 2017-2018**

**ADJOURN REORGANIZATION MEETING**

- A. A motion was made by Mr. Ormesher, seconded by Mrs. Douglas and carried by a unanimous vote of the members present to adjourn reorganization meeting. **Adjourn Reorganization Meeting**

**After the Reorganization Meeting was concluded the Board convened into the Work Session Meeting.**

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

**EXECUTIVE SESSION**

At 7:10 p.m., the following resolution was approved by Mr. Greene, seconded by Mr. Hunt and carried by a unanimous vote of the members present:

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: personnel.

**EXECUTIVE SESSION** – con't

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 7:43 p.m., a motion was made by Mr. Hunt, seconded by Mr. Greene 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.

**CORRESPONDENCE** – None

**PETITIONS FROM THE AUDIENCE** – None

**CSA REPORT**

Mr. Hutcheson reported on the following items:

- We have had continued discussion on the weight room and we are now on plan F. What our plan is now is we are going to work with the KCAA in a collaborative contract that they will tear down the building and build the shell of a new weight room on the existing foot print not expanding it. Then we will come in and begin to do the interior work, the HVAC and we've scaled it back so we can get this project under the number we need to. Kathy and I will be working with our board attorney to come up with a contract with the KCAA so their dedicated funds will go directly to it. It's a donation, they'll do the work themselves, and then they'll turn it over to us for the finishing of the project. It will cut the building down about 700 square feet, we'll be right around 2000 rather than 2700 or 2800 but it's only the way fiscally we can fit this in. We're hoping to do something in the next couple months and we'll bring it to the board for final approval once we have our architect come up with the plans.
- Our auditorium project – we're having some shrinking/expansion issues where we're getting pretty big gaps between our back walls. We had our architect in last week; they're going to call the manufacturer. It's an unanticipated, we knew there would be some shrinkage, a sixteenth to an eighth inch but there's some areas where we have a quarter or more of an inch where it's separated and parted. This is not what we expected. We're waiting on our professionals and architects to call the manufacturer in Sweden and see what happened here.
- We have a soft opening of our media center, we're very pleased with it, we don't have the technology up and running but hopefully by the end of next week.
- We had an Alumni reception in the auditorium before the break. Around 25 to 30 alumni came back to speak to students about their college experience.
- New Jersey legislative updates in your packets; proposed and approved new rules for participation in athletics. Two bills were passed yesterday one regarding super teams, one regarding participants of residents who are enrolled in vocational, charter or home schooled scenarios. It is still the districts prerogative for participation.

**CSA REPORT** – con't

- Impact Aid meeting in Florida this past weekend, I could not get there, my flights were cancelled. I communicated to them via email. I am working on the application now and it should be completed by tomorrow.
- Handouts about HIB and transgender NJSIAA rule changes frequently asked questions.

**FINANCE, BUDGET AND INSURANCE**

A. Discussion 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. Discussion to approve the following finance items:

Payment of bills – January 2018  
List of transfers – December 2017

C. Discussion to approve the attached monthly travel for administration, Board members and staff as per Board policy. (Attachment F-1)

D. Discussion to approve Budget/Election Calendar for the 2018-2019 school year. (Attachment F-2)

E. \*\*Discussion to approve the following Resolution regarding a waiver from the 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.

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

- F. Discussion 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.
- G. \*Discussion 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.)
- H. Discussion to accept the monthly bank balances for the following accounts:

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.

Discussion – A demographic study was done region wide. It showed being down 250 students in ten years. Fredon completed demographic study. It was done as a shared study. This is something we need to take a look at.

**PERSONNEL**

- A. Discussion to approve the following substitute teacher pending completion of necessary paperwork and satisfactory criminal background check as recommended by the Superintendent:

Emily Boyle  
Amy Sisto

**PERSONNEL** – con't

- B. A motion was made by Mr. Greene, seconded by Ms. Shaffer and carried by a unanimous roll call vote of the members present to approve tabled motion from the December 14, 2017 Board meeting approving Michael Cheski as Teacher of Video Production and Creative Arts, effective January 2, 2018, Step 3 MA, \$65,340, prorated, (final salary to be determined upon settlement of the collective negotiated bargaining agreement), pending completion of certification and necessary paperwork and satisfactory background check as recommended by the Superintendent. (Attachment P-1)** **Teacher of Video Production & Creative Arts**
- C. A motion was made by Mr. Greene, seconded by Mr. Ormesher and carried by a unanimous roll call vote of the members present to approve Paul Pouliot as Teacher of French, effective March 12, 2018 (or sooner pending release date), Step 7 MA, \$74,940, prorated, (final salary to be determined upon settlement of the collective negotiated bargaining agreement), pending completion of certification and necessary paperwork and satisfactory background check as recommended by the Superintendent. (Attachment P-2)** **Teacher of French**
- D. Discussion to approve coaching recommendations for the Spring 2018 season, as recommended by the Superintendent. (Attachment P-3)
- E. Discussion 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)
- F. Discussion 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.
- G. A motion was made by Mr. Hunt, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to accept the resignation of Jason Geleski as Head Boys Basketball Coach, effective immediately.** **Resignation Head Boys Basketball Coach**
- H. A motion was made by Mrs. Youngs, seconded by Ms. Shaffer and carried by a unanimous vote of the members present to post/advertise for Freshman Boys Basketball Coach.** **Post / Advertise Freshman Boys Basketball Coach**

**PERSONNEL** – con't

- I. A motion was made by Mrs. Douglas, seconded by Ms. Shaffer and carried by a unanimous vote of the members present to approve the transfer of Joseph Coltelli as Assistant Boys Basketball Coach to Head Boys Basketball Coach, effective immediately, at a stipend of \$7,267.50, prorated, Step 3, as recommended by the Superintendent. (Increase of Head Coach stipend in the amount of \$2,565 to be split with Joseph Boyle -  $\$5,985 + 1,282.50 = \$7,267.50$ .)** **Transfer Assistant Boys Basketball Coach to Head Boys Coach**
- J. A motion was made by Mr. Greene, seconded by Mrs. Youngs and carried by a unanimous vote of the members present to approve the transfer of Joseph Boyle as Freshman Boys Basketball Coach to Assistant Boys Basketball Coach, effective immediately, at a stipend of \$7,267.50, prorated, Step 3, as recommended by the Superintendent. (Increase of Head Coach stipend in the amount of \$2,565 to be split with Joseph Coltelli -  $\$5,985 + 1,282.50 = \$7,267.50$ .)** **Transfer Freshman Boys Basketball Coach to Assistant Coach**
- K. A motion was made by Mrs. Youngs, seconded by Mr. Greene and carried by a unanimous vote of the members present to allow the Superintendent to offer the Freshman Boys Basketball Coach position, upon consultation with the Board of Education President, to a perspective candidate of the Kittatinny Regional School District from January 11, 2018 up to and including January 18, 2018.** **CSA to Offer Employment to Freshman Boys Basketball Coach**
- L. 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 temporary Freshman Boys Basketball Coach from January 3, 2018 to January 18, 2018, at a stipend of \$5,985, prorated, Step 3, as recommended by the Superintendent.** **Temporary Freshman Boys Basketball Coach**
- M. Discussion to approve \_\_\_\_\_ as Freshman Boys Basketball Coach, effective immediately, at a stipend of \$\_\_\_\_\_, prorated, Step \_\_, as recommended by the Superintendent.
- N. Discussion 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:
- 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. Discussion to post/advertise for temporary leave replacement for Teacher of Mathematics.

**PERSONNEL** – con't

- P. \*\*Discussion to approve \_\_\_\_\_ as full-time Paraprofessional, effective \_\_\_\_\_, Step \_\_, at a salary of \$\_\_\_\_\_, 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)

**CURRICULUM**

- A. Discussion to approve the monthly suspension report. (Attachment C-1)
- B. Discussion to approve the Harassment, Intimidation and Bullying (HIB) report. (Attachment C-2) (No HIB reports at this time.)
- C. Discussion to approve the following new courses: (Attachment C-3)
- Integrated Environmental Science
  - Integrated Physics
  - Trades Preparedness
- D. Discussion to approve the following course revisions (name change): (Attachment C-4)
- Chemistry in the Community
  - Life Science
  - Science Exploration
- E. Discussion to approve piloting of the Attendance Recovery Program. (Attachment C-5)
- F. Discussion to approve the novel Hoot by Carl Hiaasen for use in the General Education class.
- G. Discussion to approve April 23–25, 2018 as half days for the administration of PARCC testing for KRHS students.
- H. Discussion 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.
- I. Discussion 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)

**CURRICULUM** – con't

- J. Discussion 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.

**Information:**

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

**Discussion** – PARCC Scores will be used in initial placement in honors and AP and for continued placement in honors and AP. This is an opportunity for us to stress the importance of students taking these exams seriously. We are going to be dedicated to making sure these students are dedicated to taking the test, it counts for teachers scores, principals/assistant principals scores, and the districts success levels. When we have very high SAT scores it is a clear indication that our students can do it. When we have horrible PARCC scores it's also an indication something else is in play meaning motivation. We're going to make it count a little bit more. It's not the end all for placement; that's not fair to them either, we'll still use our preceding teacher recommendations, grades, and all those ancillary placement tools but PARCC will become part of it.

**POLICY**

- A. \*\*Discussion to approve 2<sup>nd</sup> reading and adoption of the following policies:

- #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. Discussion to authorize an amendment to the district's Long Range Facility Plan (LRFP) for the attached proposed capital maintenance projects. (Attachment B&G-1)

**BUILDING AND GROUNDS** – con't

- B. A motion was made by Mr. Greene, seconded by Mrs. Douglas and carried by a unanimous roll call vote of the members present to approve the following Resolution:**

**Authorize  
Architect to  
Submit  
Paperwork  
to  
Department  
of Education  
for Listed  
Projects**

**RESOLVED, upon the recommendation of the Superintendent, that the Kittatinny Regional High School Board of Education, in the County of Sussex, New Jersey authorizes HQW Architects to submit all necessary plans and paperwork to the Department of Education concerning the listed projects at Kittatinny Regional High School to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and**

**BE IT FURTHER RESOLVED, these projects shall be funded through the District's Capital Reserve Account.**

**Bathroom Renovation  
Library Renovations  
Stem Lab/ Enviro Science  
Main Chiller Replacement  
Fitness Facility Renovation**

- C. Discussion to approve Resolution Authorizing Disposal of Surplus Property. (Attachment B&G-2)**

**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. Discussion to approve Resolution recognizing January as New Jersey School Board Recognition Month. (Attachment M-1)**
- B. Discussion to accept donation of 9,000 iron-on transfers from Paul Jetter to be used by the Creative Arts Department.**

**NEW BUSINESS**

- Mrs. Andrews questioned if the school is closed is the school completely closed from all activities. Mr. Hutcheson responded that there are some instances where the school can be closed during the school day but if the school is cleaned up there could be practices or activities at night depending upon the weather.

**ADJOURNMENT**

At 8:25 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,

Kathleen Kane  
Board Secretary

## COMMENDATIONS

### JANUARY 2018

- 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.
- Kate Morelli and Cheyenne Borkowski for putting together a College Panel of seven representatives who shared information with our College & Career Readiness classes.

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- 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.