

**KITTATINNY REGIONAL HIGH SCHOOL
BOARD OF EDUCATION MEETING
WORK SESSION MEETING
FEBRUARY 8, 2018**

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, February 8, 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
Mrs. Judy Youngs
Mrs. Moira Douglas
Mr. David Ormesher
Mr. James Hunt

Members Absent: Mrs. Barbara Andrews
Mr. Robert Greene

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

At 7:00 p.m., 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.

CORRESPONDANCE – None

PETITIONS FROM THE AUDIENCE – None

CSA REPORT

Mr. Hutcheson reported on the following items:

- In your packet is a NJASA legislative update, a handout about teleconferencing and the board voting, and also included is the report from Governor Murphy's transitional team which highlights fully funded formula and PARCC testing.
- Two weeks ago a bus broke down. The rumor was there was a fire on the bus. The bus company did not follow established procedures about contacting the school.
- There has been a request for Kittatinny to co-op with Newton and Lenape Valley for ice hockey to be approved at a later meeting. This is the only sport that is allowed three schools to participate. Mr. Carroll is doing an investigation of the per student cost. We would like to explore this option with a written proposal to the board. All costs of the program would be paid for by the parents.

FINANCE, BUDGET AND INSURANCE

A. Discussion to certify pursuant to N.J.A.C. 6A:23A-16.10(c)4 that as of February 15, 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 – February 2018
List of transfers – January 2018

C. Discussion to approve 2016-2017 certified tuition costs per pupil as follows:

Grades 6-8	\$18,484
Grades 9-12	\$17,631
Learning and/or Language Disability	\$36,492

D. Discussion to approve Aflac Short-Term Disability Plans to all employees. This is a volunteer program and is paid through payroll deductions. (No cost to district.)

FINANCE, BUDGET AND INSURANCE – con't

- E. Discussion to approve the attached monthly travel for administration, Board members and staff as per Board policy. (Attachment F-1)
- F. Discussion to accept the monthly bank balances for the following accounts:

Bank Accounts	1/31/18 Balance
Adult Education	\$67,261.14
Cafeteria	\$81,452.59
Driver Education	\$7,005.70
Petty Cash	\$98.29
School Store	\$9,769.02
Student Activities	\$249,711.29
Athletics	\$6,472.45
Unemployment Trust	\$257,256.51

Discussion:

Establishing a finance committee – Moira Douglas, Eleanore Shaffer, and David Ormesher Governor Murphy budget address is going to be on March 13, 2018. State aid figures are expected on March 15, 2018.

PERSONNEL

- A. Discussion to approve the following substitute teachers pending completion of necessary paperwork and satisfactory criminal background check as recommended by the Superintendent: No substitutes at this time.
- B. A motion was made by Mrs. Douglas, seconded by Ms. Shaffer and carried by a unanimous vote of the members present to accept, with regret, the resignation of William Hermann, Paraprofessional, effective February 16, 2018.** **Resignation of Para – Professional**
- C. 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 Paraprofessional.** **Post / Advertise Para - Professional**
- D. ****Discussion to approve _____ as Paraprofessional, effective _____, Step ____, at a salary of \$_____, prorated, pending completion of necessary paperwork and satisfactory background check as recommended by the Superintendent. (Attachment P-1)**

PERSONNEL – con't

- E. Discussion to approve Robert Vesper as Driver's Education on the road Instructor at the rate of \$27.50 per hour, pending completion of certification and necessary paperwork as recommended by the Superintendent.
- F. Discussion to approve Ana Maniago to administer the initial World-Class Instructional Design and Assessment (WIDA) language assessment test and the Access for English Language Learner (ELL) test (Access for ELLs) to Student #19453 during the window testing period from February 14, 2018 to May 1, 2018 at a rate of \$150 per test to be paid after each test administration.
- G. Discussion to approve expenses and resolution for Coach George Soutter and five students of the Kittatinny swim team to reserve rooms to attend the State Swimming Championship in Sewell, New Jersey, on March 3 and 4, 2018 at the Hampton Inn Turnersville, Blackwood, New Jersey, room rate per night \$298 plus tax; General Services Administration (GSA) is \$93 per night. (Note: hotel rate exceeds GSA rate of \$93). (Attachment P-2)
- H. Discussion to approve expenses and resolution for Craig Hutcheson, Superintendent, to attend the Impact Aid 8002 Conference in Washington, D.C., March 17-21, 2018 at the Hyatt Regency Washington on Capitol Hill Hotel, room rate per night \$384 plus tax; General Services Administration (GSA) is \$253 per night, meal allowance will be \$69 per day – 75% first and last day. (Note: hotel rate exceeds GSA rate of \$253.) (Attachment P-3)
- I. Discussion to post/advertise for the following positions for the Extended School Year Program and Summer Enrichment Program, as recommended by the Superintendent:
- Teachers of Special Education (must be certified in the area of Special Education-Standard Certificate)
 - Paraprofessionals (must have substitute certificate)
 - Bus Aides
 - Nurse
 - Speech Therapist
 - Job Coach Coordinator
- J. Discussion to post/advertise for the following teacher and substitute openings for the Kittatinny Regional School District Summer School. Hourly rate will be \$40/hour, as recommended by the Superintendent:
- Math, English, Literature Reading, Science, Social Studies and Special Education
- K. Discussion to approve Kirk Kandel as homebound tutor for Special Education students at \$40/hour, as recommended by the Superintendent.

PERSONNEL – con't

- L. Discussion to approve Cort Enoksen, Paraprofessional, for personal care services for the remainder of the 2017-2018 school year, prorated, (\$1 per hour additional for personal care services), as recommended by the Superintendent.
- M. Discussion to approve Cort Enoksen, Paraprofessional, as substitute bus aide for the 2017-2018 school year at \$15/hour, as recommended by the Superintendent.
- N. Discussion to approve the following Instructors for the Lifeguard and CPR Re-Certification Class at a rate of \$25/hour, as recommended by the Superintendent:

Jeff Gely
Joe Mate
George Soutter
Lillian Kinney

- O. Discussion to accept the resignation of Dan Carbone as Assistant Boys Soccer Coach, effectively immediately.
- P. Discussion to post/advertise for Assistant Boys Soccer Coach.

CURRICULUM

- A. Discussion to approve the monthly suspension report. (Attachment C-1)
- B. Discussion to approve the Harassment, Intimidation and Bullying (HIB) report. (Two investigated – NO HIB found.) (Attachment C-2)
- C. Discussion to approve News Attitude Survey administered to Junior High English students. (Attachment C-3)
- D. Discussion to approve the following dates for Summer School:

Monday, June 25, 2018 through Thursday, August 2, 2018 (no school on Wednesday, July 4, 2018)

CURRICULUM – con't

E. Discussion to approve the following lifeguard classes for 2018:

Full Certification for New Lifeguards: Cost: \$275

Monday, March 12, 2018 - Eligibility Swim - 6:00-7:00 p.m.

Mondays and Wednesdays and Saturdays, March 12 – 28, 2018 - 6:00-9:00 p.m. on

Mondays and Wednesdays - 8:00 a.m.-2:00 p.m. on Saturdays

Full Certification for New Lifeguards: Cost: \$275

Monday, April 9, 2018 - Eligibility Swim - 6:00-8:00 p.m.

Mondays and Wednesdays, April 11 – May 14, 2018, 6:00-9:00 p.m.

Lifeguard and CPR Re-Certification Class: Cost: \$155

Wednesday, May 16, 2018 – Eligibility Swim - 6:00-8:00 p.m.

Mondays and Wednesday, May 21 - June 4 - 6:00-9:00 p.m.

F. Discussion to approve Backstage/Technical Theater Camp on July 16 – 20, 2018 (date may change due to work being done in Auditorium). Cost and structure similar to other Theater camps. Employment to be approved at a later date.

G. Discussion to approve U.S. Army Gym Class for high school students to build teamwork, camaraderie and spark competition. Date to be determined.

H. Discussion to approve the Football Team to begin their acclimatization period on Monday, August 6, 2018, as the season starts on week zero per the New Jersey State Interscholastic Athletic Association. Official start date for practice is Wednesday, August 8, 2018.

I. Discussion to approve the following fundraisers:

Kaleidoscope

Sock drive service learning project to be held over a two week period in March. Eighth graders will be collecting socks to donate to “Sock It to Homelessness” organization out of Tenafly, New Jersey who will deliver them to those in need in both New York and New Jersey.

Class of 2019

High school semi-formal dance on Friday, April 20, 2018 from 6:00 p.m.- 9:00 p.m. to be held in the cafeteria. Cost of admission is \$10 in advance or \$12 at the door. Light refreshments will be served.

CURRICULUM – con't

Class of 2018

Applebee's pancake breakfast during the month of April. Students to receive \$6 for each ticket sold.

Car Wash on Saturday, May 12, 2018. Students to receive \$5 for each ticket sold.

Yankee Candle Sale from March 1, 2018 – May 15, 2018. Students to receive \$8 for each candle sold.

Easter Flower Sale from February 15, 2018 – 28, 2018. Students to receive \$5 for each plant sold. Plants supplied by the Newton High School Agriculture Department.

"You Know You're From Kittatinny" t-shirt sale from March 15, 2018 – May 15, 2018. Design to be screened and approved prior to printing. Shirts will sell for \$10 each, \$3 profit on each shirt.

Friendly's Restaurant fundraiser where percentage of sales will be donated to the Class of 2018. Selected dates in April and May to coincide with Kittatinny and local productions.

Sale of "Congratulations Class of 2018 (name of student) KRHS" yard signs from Vista Print. Signs will sell for \$20, \$5 to student for each sign sold.

Boys Lacrosse

Annual clothing sale during February and March. Cost of items to range from \$

Applebee's pancake breakfast during the month of May.

Fredon Roadside Clean-up during month of April. Fredon will donate \$500 for participation.

Snap! Raise online program to be run during month of March. Snap! Raise allows businesses, individuals and alumni who have expressed an interest in making a donation to our team to do so online with a credit card and receive an electronic receipt.

J. Discussion to approve the following field/activity trips:

Academic Team to Sparta High School for tournaments after school ends on February 21, 22, 23, 26 and 27, 2018. Transportation via Kittatinny bus.

Senior Class trip to Princeton, New Jersey on Thursday, May 24, 2018. Students would participate in a scavenger hunt uncovering the history and mystery of Princeton hosted by Watson Adventures followed by a field day/picnic at Mercer County Park. All costs borne by students.

CURRICULUM – con't

Madrigals, Jazz Band and Winter Musical students to New York City to see Frozen on Broadway on Wednesday, March 14, 2018. All costs borne by students. (Will share transportation previously approved under Tri M activity trip). Chamber Choir, Wind Symphony and Select Choir students will be invited to fill seats if necessary.

Envirothon Trip for ten students to Boy Scout Camp Grice in Elmer, New Jersey on May 4 and 5, 2018. (Attachment C-4)

Information:

Homebound Instruction count for January 2018: 5
Governor Murphy's Educational Transition Committee Report – handout

POLICY

A. Discussion to approve 1st reading of the following policy:

#6171.4 – Special Education (minor revision) (POL-1)

TRANSPORTATION

A. Discussion to approve jointure between Kittatinny Regional High School and Andover School District to transport one student to Kittatinny Regional High School on Route K-8 at the total price of \$824.00 for the 2017-2018 school year.
(All costs to be borne by Andover School District.)

B. 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>
FT-24	Montclair & Seton Hall	1- 54 pass. bus	\$545.00	\$545.00
FT-25	Drew & Fairleigh Dickenson	1- 54 pass. bus	\$490.00	\$490.00
FT-26	KRHS Players@ District Schools	2- 54 pass. bus	\$420.00	\$820.00
FT-27	Josten Renaissance Tour	1– 54 pass. bus	\$415.00	\$415.00
FT-28	FBLA to Atlantic City	1– bus(drop-off)	\$450.00	\$450.00
FT-29	FBLA from Atlantic City	1– bus(pick-up)	\$450.00	\$450.00
FT-30	Softball to Newark Airport	1– bus(drop-off)	\$275.00	\$275.00
FT-31	Softball from Newark Airport	1– bus(pick-up)	\$275.00	\$275.00
FT-32	8 th Grade Circle Lines	4-54 pass. bus	\$480.00	\$1,920.00
FT-33	U Got Brains Six Flags	1-54 pass. Bus	\$750.00	\$750.00
Multi Contract # - QFT17-3– Total Cost				\$6,410.00

BUILDING AND GROUNDS

- A. Discussion to approve contract with BGD Contracting of Bayonne, New Jersey in the amount of \$116,300 for state project #2465-050-17-1000, Bathroom renovations (B-wing boys, D-wing boys, A-wing boys, D-wing girls and the nurse door expansion), as recommended by HQW Architects and the Board attorney.

Northeastern Interior	\$ 136,000
AERO Plumbing	\$ 155,820
Wallkill Group	\$ 143,800
Zitone Construction	\$ 177,000
BGD Contracting	\$ 116,300
V&K Construction	\$ 183,000

- B. Discussion to approve the following building use requests as per the time, date and place listed on the application as recommended by the Superintendent:

The Ballet Barre for a dance recital on Saturday, June 23, 2018 from 8:00 a.m. to 5:30 p.m. and Sunday June 24, 2018 from 9:00 a.m. to 7:00 p.m. in the school auditorium.

Kittatinny Little League for tryouts and baseball practice from March 1 to July 1, 2018, 5:00 p.m. to 9:00 p.m. using the gymnasium and parking lots.

Girl Scout Troop 96514 for a first aid and water safety training badge on Friday, March 2, 2018 from 6:30 p.m. to 8:00 p.m. in the pool.

EXECUTIVE SESSION

At 7:30 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: negotiations & legal.

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 8:10 p.m., a motion was made by Mr. Hunt, 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**

NEGOTIATIONS

Kathleen Kane Contract Negotiations 2018-2019

LEGAL

MISCELLANEOUS

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

Reminders

Board Self Evaluations

Scholar Athlete Awards Program is Thursday, March 8, 2018 at 6:00 p.m. at Perona Farms. (Response of who is attending is needed ASAP.)

ADJOURNMENT

At 8:10 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

FEBRUARY 2018

TO:

- The following students for being named Students of the Month for January:
 - 7th: Charlize Templeton, Vic Capizzo
 - 8th: Milla Horning, Luke Yokobosky
 - 9th: Isabel Babio, Ryan Quara
 - 10th: Caitlin Carbone, Josh Bizik
 - 11th: Sarah Cucchiara, Kevin Murphy
 - 12th: Dana Crowley, Jordy Taveras

- Emily Jerger for receiving 1st place and Best in Show for her ceramic sculpture titled “Strangle Hold” at the Peters Valley Sally D. Francisco Gallery exhibit from January 14 – February 1, 2018.

- Members of the Swim team for their many accomplishments at both the Sussex County Championship and the HWS Championship. (See attachment)

- Laura Haug for running an informative workshop for the entire staff on Assessments.