

**KITTATINNY REGIONAL HIGH SCHOOL
BOARD OF EDUCATION MEETING
WORK SESSION MEETING
JUNE 7, 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, June 7, 2018 in the High School Library. The Board Vice-President, Ms. Shaffer, 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: Ms. Eleanore Shaffer, Vice-President
Mrs. Moira Douglas
Mr. David Ormesher
Mr. James Hunt
Mrs. Judy Youngs

Members Absent: Mr. Carl D. Cooper, President
Mrs. Barbara Andrews
Mr. Robert Greene

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

At 7:00 p.m., the Board Vice-President, Ms. Shaffer, called the meeting to **Call to** order 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.

CORRESPONDANCE

Mr. Hutcheson had a power point presentation about Board Docs Software which shows how to manage board packets, access information, and conduct meetings.

PETITIONS FROM THE AUDIENCE – None

CSA REPORT

Mr. Hutcheson reported on the following items:

- In your packet is the weather corrective action plan procedures which will be implemented right away
- New procedures were given out in March as to what to do if a student leaves a team or an activity and what the expectations are.
- The new sign has been installed. We are getting used to it and how it functions so we have only two messages on it right now. We still need to add the cap stone.
- A new bill was introduced, Sweeney's bill, S-2, in the Senate for school funding regarding adjustment funding for the upcoming school year. We mentioned this in the past that changes could happen and now it has been put into a bill in the Senate. Right now we are at risk of losing \$125,000 to \$365,000 in next year's budget. The bill has legs, it may get adjusted but something is going to happen. We are going to be losing some of the state aid we built this budget around. As soon as we have more information we'll provide it to you. Don't be surprised when we have to find that kind of money. When we lost enrollment they gave districts adjustment aid. We could see a reduction over the next seven years in significant percentages, we could be looking at about \$2.6 million dollars of loss over the next seven years. This is Senator Sweeney's baby and he favors Vocational Technical School's which are exempt from this. Sussex County is going to see over \$18 million dollars in reduction if this goes through. We're going to have to find the money and it may come through cuts or trying to increase Impact Aid. Right now we don't have answers because this is all speculation but something is going to happen.
- Legislative articles are in your packet, one of those is the S-2 bill.
- We are currently under a malware virus attack that our IT department is addressing.

REORGANIZATION APPOINTMENTS

A. **Discussion to approve the following appointments for the 2018-2019 school year:

Business Administrator/Board Secretary – Kathleen Kane
Asst. and Acting Board Secretary – Lorraine Walther
Treasurer of School Monies – (TBD – Shared Service)

REORGANIZATION APPOINTMENTS – con't

- B. Discussion to appoint the firm of Kraemer & Corazza of Sparta, New Jersey to provide Board counsel services and the firm of Cleary, Giacobbe, Alfieri & Jacobs to provide labor relations council, and the firm of Schenck, Price, Smith & King, L.L.P., Florham Park, New Jersey to provide special education council. The contracts are awarded without competitive bidding as a “Professional Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(A)(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession. Any and all work performed will be payable upon submission of a voucher setting forth the time expended and based on the per hour rates of \$135, \$150 and not to exceed \$175 per hour, respectfully, for each partner.
- C. Discussion to appoint Ardito and Co., L.L.P. as District Auditors. Ardito and Co., L.L.P. is licensed to provide such services and the Board of Education has reviewed the most recent Peer Review Report. The contract is awarded without competitive bidding as a “Professional Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession. The annual fee for the audit will be \$_____. (This is an increase of \$___ or ___% from 2017-2018).
- D. Discussion to appoint Dr. Walter Grote as Medical Personnel. The contract is awarded without competitive bidding as a “Professional Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
- E. Discussion to approve The Morville Agency, A Division of Gallagher Bollinger and George Morville, Broker, as Risk Management Consultant for the School Alliance Insurance Fund (S.A.I.F.) covering liability, auto, worker’s compensation, and required bonds.
- F. Discussion to approve the following professional services, engineering, architectural and facility improvements for various projects:

EI Associates, Cedar Knolls, New Jersey (auditorium upgrades)
HQP Architects, Newton, New Jersey

BONDING

- A. Discussion to approve bonding as per State Law for the following positions:

Board Secretary
Treasurer of School Monies
Other Employees (blanket bond)

DESIGNATIONS

A. Discussion to approve the following designations:

Signatories - Motion to approve signatories with approved signatures or facsimile: President, Vice President, Board Secretary, Treasurer of School Funds, Principal, Assistant Principal, Assistant Board Secretary, Accounts Payable Clerk, Student Activities Secretary, Athletic Director, Athletic Director Secretary, School Store Advisor.

Banks - Motion to adopt the following Financial Institutions, Fund and Corporation as approved depositories for Board of Education funds and that the Financial Institutions be required to be insured by either SLIC or FDIC and/or as required by both Federal and State statutes: Sussex Bank (Main Bank), Lakeland Bank, PNC Bank, Tri-Co Federal Credit Union, New Jersey Cash Management Fund, Valley National Bank, and Wells Fargo Bank.

Newspaper - Motion to adopt the following newspapers for the advertisement of meetings and legal ads and all other necessary public notifications:

New Jersey Herald, The Star Ledger, Strauss News/Township Journal
Alternate - Morris County Daily Record

Radio Stations - Motion to adopt the following radio stations for the advertisement of meetings and legal ads and all other necessary public notifications: WNNJ and WSUS

MISCELLANEOUS APPROVALS

- A. **Discussion to adopt the present Kittatinny Board of Education policy manual with updates and adherence to all policies and regulations adopted by the previous Board, including the Petty Cash Fund in the amount of \$500.00 naming Kathleen Kane as custodian.
- B. **Discussion to approve the 2018-2019 existing and revised 7th – 12th grade curriculum.
- C. **Discussion to approve the attached list of textbooks for the 2018-2019 school year. (Attachment Re-Org-1)
- D. Discussion to authorize the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2018-2019 school year.
- E. Discussion to approve the Kittatinny Education Association (KEA) as the official bargaining unit for all Non-Administrative Employees.
- F. Discussion to approve the Kittatinny Administrator's Association (KAA) as the official bargaining unit for the designated Administrative Employees.

MISCELLANEOUS APPROVALS – con't

- G. Discussion to appoint Building Principal (Brian Bosworth) as Affirmative Action Officer and Gender Equity Officer for the 2018-2019 school year.
- H. Discussion to appoint Assistant Principal (Robert Black) as 504 Officer for the 2018-2019 school year.
- I. Discussion to appoint School Social Worker (Amy Dippel) as Homeless Liaison for the 2018-2019 school year.
- J. Discussion to appoint Business Administrator (Kathleen Kane) as Public Agency Compliance Officer for purchasing and liaison official with the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office.
- K. Discussion to approve Supervisor of Science & Creative Arts (Eugene McNicholas) as Vocational Health and Safety Officer and Right to Understand contact person for the 2018-2019 School Year.
- L. Discussion to approve Assistant Principal Grades 9-12 (Robert Black) and Assistant Principal Grades 7-8 (Sharon Falchetta) as Attendance Officers for the 2018-2019 school year.
- M. Discussion to approve Athletic Director (Chris Carroll) as Title IX Coordinator for the 2018-2019 school year, c/o Kittatinny Regional High School, 77 Halsey Road, Newton, NJ 973-383-1800 ext. 1500.
- N. Discussion to approve Superintendent (Craig Hutcheson) as Kittatinny Regional's Impact Aid representative and authorizing him to make applications for FY19 Impact Aid P.L. 81-874 and Section 7002 and 7003 (if district qualifies).
- O. Discussion to approve Resolution to recognize the Kittatinny Cougar Athletic Association (KCAA) as a volunteer organization for Kittatinny Regional High School.
- P. Discussion to recognize the Kittatinny Band Boosters (KBB) as a volunteer organization for Kittatinny Regional High School.
- Q. Discussion to empower Superintendent (Craig Hutcheson) and Business Administrator (Kathleen Kane) to implement the 2018-2019 budget and to commit funds within budgetary limitations pursuant to the policies and regulations of the State Board and Kittatinny Regional School District Board of Education.

MISCELLANEOUS APPROVALS – con't

- R. Discussion to appoint the Superintendent (Craig Hutcheson) as claims auditor to approve checks and emergency account transfers during the month that cannot wait for the Board meeting. Such checks will appear on the bills list, and transfers will be confirmed by the Board at the next regular meeting.
- S. Discussion to authorize an annual maximum amount of \$1,500 per employee for regular school district business travel distinct from training and seminars and conventions and conferences for which prior school Board approval is not required for the 2018-2019 school year.
- T. Discussion to designate Building Principal (Brian Bosworth) or designee, if Principal is not available, as individual in charge of the building when Superintendent is not available.
- U. Discussion to appoint Assistant Principal Grades 7-8 (Sharon Falchetta) as the District/School Anti-Bullying Coordinator for the 2018-2019 school year.
- V. Discussion to appoint Assistant Principal Grades 9-12 (Robert Black) and the Student Assistance Counselor (Victoria Recenello) as Anti-Bullying Specialists for the 2018-2019 school year.
- W. Discussion to approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2018-2019 school year:

AXA Equitable
Metropolitan Life
TIAA/CREF
VALIC/AIG
Ameriprise

- X. Discussion to approve the following resolution authorizing the procurement of goods and services through the New Jersey state purchasing agency:

WHEREAS, Title 18A:18A-10 provides that, a Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and,

WHEREAS, the Kittatinny Regional School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and,

MISCELLANEOUS APPROVALS – con't

WHEREAS, the Kittatinny Regional School Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED, that the Kittatinny Regional Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all state contracted vendors.

- Y. Discussion to assign the authority, responsibility and accountability for the purchasing activity of the Kittatinny Regional School District Board of Education to the Business Administrator and to set the bid threshold for the 2018-2019 school year at \$40,000 as allowed by law and to approve competitive quotations for amounts less than \$6,000.
- Z. Discussion authorizing the procurement of goods and services through federal and state contractors and co-operative for the 2018-2019 school year. (Attachment Re-Org 2)
- AA. Discussion to approve an agreement between Kittatinny Regional School District and Educational Services Commission of New Jersey for cooperative pricing system and purchasing.

REGULAR WORK SESSION MEETING

FINANCE, BUDGET AND INSURANCE

- A. Discussion to certify pursuant to N.J.A.C. 6A:23A-16.10(c)4 that as of June 14, 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 – June 2018
 - List of transfers – May 2018
- C. **A motion was made by Mr. Hunt, seconded by Mrs. Douglas 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**

FINANCE, BUDGET AND INSURANCE – con't

- D. Discussion to approve the attached tax schedule for the 2018-2019 school year. (Attachment F-2)
- E. Discussion to approve the attached 2018-19 contract list. Pursuant to PL 2015, Chapter 47, the Kittatinny Regional High School Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq., New Jersey AC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. (Attachment F-3)
- F. Discussion to approve two year contract with One Digital for Delta Dental Benefits for the 2018-2019 and 2019-2020 school years. (No increase for 2018-2019 and 3.30% increase in 2019-2020.)
- G. Discussion to authorize the submission of the FY2018 Every Student Succeeds Act (ESSA) formerly No Child Left Behind (NCLB) Subgrant application and accept the grant awards in the following allocation amounts:

Title I Part A Basic, Concentration	\$
Title II Part A	\$
Total Allocation	\$

- H. Discussion to authorize the submission of the IDEA application and accept the grant award for FY2017 Basic Funding Allocation of \$_____ and FY2018 Non Public Basic Funding Allocation of \$_____.
- I. Discussion to approve professional services contract with J&B Therapy, LLC for occupational, physical and speech therapy services for the 2018-2019 school year at a rate of \$93 per hour. (Increase of \$1.00 per hour or 1.1%.)
- J. Discussion to approve contract with Computer Solutions, Inc. for the 2018-2019 school year for computer software support at a cost of \$7,361.76 from July 1, 2018 to June 30, 2019. (Increase of \$141.12 or 2.0%.)
- K. Discussion to approve contract with Honeywell for the 2018-2019 school year for instant alert messaging at a cost of \$2,500. (No increase.)
- L. Discussion to approve contract with Arrow Elevator for elevator maintenance for the 2018-2019 school year at a cost of \$2,432. (Increase of \$72 or 3%.)

FINANCE, BUDGET AND INSURANCE – con't

- M. Discussion to approve a maintenance contract with RealTime Information Technology, Inc. of Toms River, New Jersey for student information system package at a cost of \$21,955 covering all modules from July 1, 2018 to June 30, 2019. (Increase of \$850 or 4.0%.)
- N. Discussion to approve contract with Phoenix Advisors, LLC for continuing disclosure agent services and appointment as independent registered municipal advisor for the 2018-2019 school year at a cost of \$850. (No increase from 2017-2018.)
- O. Discussion to approve contract with RFP Solutions, Inc. for the 2018-2019 school year at a cost of \$6,516 for telecommunication system covering all parts and labor, 24 hours/day, 7 days/week. (Increase of \$64.80 or 1% from 2017-2018.)
- P. *Discussion to approve the following 2018-2019 service agreements with the Sussex County Educational Services Commission (public funds that flow through KRHS and are spent on private and parochial schools in our region):

Chapter 226 Nonpublic School Nursing Services Agreement
Private School Equitable IDEA Services Agreement
Chapters 192/193 Nonpublic Services Agreement
Ancillary Educational Services

- Q. **Discussion to approve the following resolution:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Kittatinny Regional Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Kittatinny Regional Board of Education has determined that an amount not to exceed \$800,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Kittatinny Regional Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

FINANCE, BUDGET AND INSURANCE – con't

BE IT RESOLVED, that the Board approve the following resolution:

Approval to Transfer Current Year Surplus to Capital Reserve Account

R. **Discussion to approve the following resolution:

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-13 and NJSA 18A:7F-43 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Kittatinny Regional Board of Education wishes to deposit anticipated current year surplus into a Federal Impact Aid Reserve Account at year end, and

WHEREAS, the Kittatinny Regional Board of Education has determined that an amount not to exceed \$400,000 is available for such purpose of transfer; any transfer to the reserve account shall not exceed the total amount of Federal Impact Aid received in the fiscal year,

WHEREAS, the Kittatinny Regional Board of Education, at its discretion, may use the funds in the reserve account to finance the district's general fund or finance school facilities projects, in a manner consistent with federal law and the total amount of funds on deposit in the reserve account shall not be limited.

NOW THEREFORE BE IT RESOLVED by the Kittatinny Regional Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

BE IT RESOLVED, that the Board approve the following resolution:

Approval to Transfer Current Year Surplus to Federal Impact Aid Reserve Account.

S. Discussion to approve payment of June 30, 2018 invoices upon approval of Business Administrator, Superintendent and Chairman of Finance Committee with Board approval to follow in July.

FINANCE, BUDGET AND INSURANCE – con't

T. Discussion to accept the monthly bank balances for the following accounts:

Bank Accounts	5/31/18 Balance
Adult Education	\$68,469.72
Cafeteria	\$86,819.54
Driver Education	\$2,746.37
Petty Cash	\$371.19
School Store	\$10,169.77
Student Activities	\$273,904.59
Athletics	\$4,385.05
Unemployment Trust	\$268,229.94

PERSONNEL

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

Lindsey Gorab

B. Discussion to accept, with regret, the resignation of Cheyenne Borkowski, part-time College and Career Assistant, effective August 24, 2018.

C. Discussion to post/advertise for the following positions, as recommended by the Superintendent:

Part-Time College and Career Assistant (12 month position)
Any vacated positions between June 15 and July 25, 2018

D. Discussion to approve Fall Coaching recommendations, as recommended by the Superintendent. (Attachment P-1)

E. Discussion to approve Doug Carnegie as mentor for Paul Pouliot, Teacher of French. Mentor fees to be paid by mentee.

F. Discussion to approve Jake Shackelton as student summer custodian starting July 9, 2018 through August 17, 2018 at \$10/per hour for seven (7) hours per day, as recommended by the Superintendent.

PERSONNEL – con't

- G. Discussion to approve the following summer painters at \$18/hour, as recommended by the Superintendent:

Michael Meehan
Tara Pastor Poe
Vincent White

- H. A motion was made by Mr. Hunt, seconded by Mrs. Douglas to table motion to approve contract for Kathy Kane, Business Administrator, for the 2018-2019 school year as per the collective negotiated agreement reached by the Board of Education Negotiations Committee and Mrs. Kane, upon the recommendation of the Superintendent. Contract approved by the Executive County Superintendent, Dr. Rosalie Lamonte. (Attachment P-2)** **2018-2019 Business Administrator Contract**
- I. **Discussion to approve Matthew McCloskey as Teacher of English, temporary maternity leave replacement (Lindsay Licata), effective August 29, 2018 through January 31, 2019, BA Step 2, \$58,240 (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-3)
- J. **Discussion to approve Carmelina Stolzenberg as Teacher of English, temporary maternity leave replacement (Jessica Galipeau), effective September 17, 2018 through February 28, 2019, BA Step 1, \$55,840, 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-4)
- K. **Discussion to approve _____ as Teacher of Social Studies, effective _____, Step __, __, 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-5)
- L. **Discussion to approve _____ as Teacher of Business, effective _____, Step __, __, 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-6)

PERSONNEL – con't

- M. **Discussion to approve _____ as Teacher of Business, effective _____, Step __, __, 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-7)
- N. Discussion to approve Lauren Seibert as Paraprofessional for the Extended School Year Program (ESY) at a rate of \$90/day, with funds being paid through the IDEA Special Education Grant funds, as recommended by the Superintendent.
- O. Discussion to approve John Daly for summer printing at \$24/hour for 140 hours (total cost not to exceed \$3,360), as recommended by the Superintendent.
- P. Discussion to approve the following Kittatinny Regional School District bus drivers for the 2018-2019 school year:
- Lisa Chammings, Tammy House, Debbie Little, Mathew Majka, Andrew Meyers,
Walter Van Kirk, Denise Welch
- Q. Discussion to approve Ric Arias and Michael Hoffmann as Summer Technology Assistants, a maximum of 35 days each as needed, (additional days may be approved in July) seven (7) hours per day at \$18/hour, as recommended by the Superintendent.
- R. Discussion to approve the following students and chaperones to attend the Lindsey Meyer Teen Institute Summer Leadership Conference in Hardwick, New Jersey, August 20-24, 2018, as recommended by the Superintendent:
- 10 Campers at a rate of \$600 each for a total of \$6,000:
- Larson DeWaal
Leah DiGiorgio
Sarah DiGiorgio
Mason Gallant
Joshua Langley
Sara Liuzza
Kayla Nemeth
Bridget O'Keefe
Jordyn Rodriguez
Emily Ward

PERSONNEL – con't

5 Youth Assistance Counselors at a rate of \$375 each for a total of \$1,875:

Emily Dyminski
Autumn Kilduff
Katherine Orłowski
Cole Roff
Jake Shackleton

3 Alternate Campers in the event someone cannot attend:

Chelsea Bacho
Damian Gummerson
Sabrina Leonard

- S. Discussion to approve the following advisors/chaperones for the Lindsey Meyer Teen Institute Summer Conference, to be paid through Title 1 funds, as recommended by the Superintendent:

Douglas Carnegie (\$1,500 - overnight)
Tara Jones (\$1,000 – no overnight)
Victoria Recenello (no charge)
Jeanette Spooner (Alternate Advisor)

- T. Discussion to approve Natalya DeWaal as student lifeguard for 2018-2019 school year at a rate of \$8.44 per hour, as recommended by the Superintendent.

- U. Discussion to approve the following swim personnel for the 2018-2019 school year, as recommended by the Superintendent:

Lifeguards

Katarina Bisl - \$9.25 per hour
Courtney DeCiuceis - \$9.25 per hour
Natalya DeWaal - \$9.50 per hour
Finn Holovacs - \$9.50 per hour
Lori McSherry - \$9.50 per hour
Crystal McSherry - \$9.50 per hour

Summer Guards (at a rate of \$10 per hour)

Katarina Bisl
Courtney DeCiuceis
Natalya DeWaal
Finn Holovacs
Lori McSherry
Ryan Scymanski

PERSONNEL – con't

- V. Discussion to approve the following student volunteers to assist with Girls Basketball Summer Sports Camp, as recommended by the Superintendent:

Brianna Batta	Cassidy Mulroy
Maddie Beyer	Molly Neuhs
Ava Brook	Olivia Redden
Mikayla Caruso	Jordyn Rodriguez
Grace Lindo	Maddie Smith
Aubrey Modafferi	Reese Vanderhoof

- W. Discussion to approve the following as authorized drivers of our Driver's Education vehicle for professional development, field trips or other school business, as recommended by the Superintendent:

Robert Black	Kathleen Kane
Brian Bosworth	Eugene McNicholas
Chris Carroll	Deborah Merrill
Sharon Falchetta	Betty Scymanski
Carol Fishbone	Andy VanOrden
Craig Hutcheson	

- X. Discussion to post/advertise for the following co-curricular position:

Junior High Student Council Co-Advisor

- Y. Discussion to approve the Board of Education CSA evaluation, as reviewed and agreed upon, for the 2017-2018 school year.
- Z. Discussion to approve hourly rate of \$ ____ for School Resource Officers for ____ hours per day for the 2018-2019 school year, as recommended by the Superintendent.

- Mrs. Douglas expressed her concerns about the SRO's leaving and looking for full time employment with a larger pay scale.
- Mr. Hutcheson is taking into account the hours and the pay.

- AA. Discussion to approve the following Summer Camp personnel, as recommended by the Superintendent:

Kid's Theater Camp

Chris Tryde and Roy Chiariello – Co-Directors, \$32/hour -50 hours maximum (25 hours each)

Ashley Swords - Assistant Director, \$29/hour -25 hours maximum

PERSONNEL – con't

BB. Discussion to accept the resignation of Emily Ann Murray as Head Girls Field Hockey

CC. Discussion to post/advertise for Head Girls Field Hockey Coach.

CURRICULUM

- A. Discussion to approve the monthly suspension report. (Attachment C-1)
- B. Discussion to approve the Harassment, Intimidation and Bullying (HIB) report. . (Five investigated – NO HIB found.) (Attachment C-2)
- C. Discussion to approve New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights. (Score of 74 out of 78). (Attachment C-3)
- D. Discussion to approve Adult School courses and instructors for the Fall 2018 session. (Attachment C-4)
- E. Discussion to approve English Language Learner (ELL) Three-Year Plan for Student #19453.
- F. Discussion to approve the evaluation model Charlotte Danielson (2007) for all teaching and support employees and the Marzano School Leader evaluation model (until the new Department of Education Principal model is available) for all administrative employees for the 2018-2019 school year.
- G. Discussion to approve the Junior/Senior prom to be held at Hanover Manor in East Hanover, New Jersey on Friday, May 31, 2019.
- Mrs. Douglas expressed her concerns about the children driving to East Hanover. Mr. Hunt suggested the advisor and class officers come to a board meeting to discuss the venue process. Ms. Shaffer agreed.
- H. Discussion to approve the following county funded free intervention programs:
- Sussex County Department of Health and Human Services Division of Community and Youth Services – Right Path Basic Memorandum of Understanding Program for grades 7-12
- The Center of Prevention and Counseling - Think, Act, Grow (TAG) for grades 7-12

CURRICULUM – con't

- I. Discussion to approve the yearbook contractual agreement with Herff Jones in the amount of \$27,125.70 for the high school yearbook including Spring supplement and \$5,000 for the junior high yearbook for the 2018-2019 school year.
- J. Discussion to approve Junior High students to collect food scraps from lunches to be used in biodigester which will produce organic fertilizer.
- K. Discussion to approve Katie Keates to work on her Girl Scout Gold Award by introducing different sports to our Extended School Year students this summer. (Attachment C-5)
- L. Discussion to approve job sites for the 2018-2019 Extended School Year (ESY) Program and regular school year. (Attachment C-6)
- M. Discussion to amend Motion C under Curriculum of the May 17, 2018 Board Meeting minutes approving the Summer Enrichment Program for academic instruction in Math and Language Arts from July 2, 2018 through July 27, 2018 (excluding July 4th) from 7:30 a.m. to 12:30 p.m. (previously approved 12:00 p.m.)
- N. Discussion to approve open gym for Boys and Girls Basketball in the high school gym and the junior high multipurpose room, pending availability, Monday through Thursday, 5:45 – 8:00 p.m., from June 28, 2018 - July 26, 2018, to be supervised by Coaches Patrick McCarney, Joe Coltelli, Josh Reed and Jeanette Spooner.
- O. Discussion to approve pre-season Girls Basketball practice after school on June 14 and 15, 2018, to be supervised by Coach Josh Reed.
- P. Discussion to approve the following students who moved out of district to remain at Kittatinny Regional High School for the 2018-2019 school year as non-tuition, non-resident students. (Transportation via parents.):

Student #1045
Student #HB1414-MEMS 1980

- Q. Discussion to approve the adjusted 2017-2018 school calendar. (Attachment C-7)

Information:

Homebound Instruction count for May 2018: 3

POLICY

- A. **Discussion to approve 2nd reading and adoption of the following policy:

#4119.26/4219.26 – Electronic Communication by School Staff

TRANSPORTATION

- A. Discussion to approve Second Bus Evacuation Drill held on June 5, 2018. The following bus routes participated: K-2, K-3, K-4, K-6, K-8, K-10, K-11, K-14, K-15, K-16, K-17, K-19, K-20, K-21, K-22, K-23, K-26, K-27, K-28, K-30, K-31. The following supervised the drill: Mary Jo Van Kirk, Transportation Coordinator, Brian Bosworth, Principal, Robert Black, Assistant Principal, Sharon Falchetta, Assistant Principal, Carol Fishbone, Supervisor, Gene McNicholas, Supervisor, and Deb Merrill, Director of Special Services.

BUILDING AND GROUNDS

- A. Discussion to approve Superintendent Craig Hutcheson and Business Administrator Kathleen Kane to award the contract to the lowest bidder for the weight room foundation bid, as recommended by the Architects and Board attorney.
- B. Discussion to approve the following building use request as per the time, date and place listed on the application as recommended by the Superintendent:

Kittatinny Midget Football for Cheerleading practice on Tuesdays and Thursdays October 2 through November 20, 2018 from 6:00 p.m. to 7:30 p.m. using the cafeteria or the auxiliary gym.

Sussex County Charter School for Technology on Thursday, June 7, 2018 from 11:40 a.m. to 1:50 p.m. for testing submersible robots in the pool.

Stillwater Fredon Wrestling on Friday, July 20, 2018, 3:00 – 5:00 p.m. and Saturday, July 21, 2018, 6:30 a.m. – 3:00 p.m. for a Kittatinny Summer Wrestling Tournament using the gymnasium.

Sunstart Wellness on Mondays or Wednesdays from July 9, 2018 through August 24, 2018 for flexibility and mobility training to be held outside or in the gymnasium if it rains.

Review of Weather Emergency Corrective Action Plan

NEGOTIATIONS

LEGAL

EXECUTIVE SESSION

At 8:10 p.m., the following resolution was approved by Mr. Hunt, seconded by Mrs. Youngs 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: personnel and 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 8:23 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 Executive Session, the results of which will not be made public this evening.

**Adjourn
Executive
Session**

MISCELLANEOUS

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

ADJOURNMENT

At 8:23 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

JUNE 2018

TO:

- The following students for being named Student of the Month for April 2018:
 - 7th Grade: Dan Holdt, Samantha Burke
 - 8th Grade: Jay Martin, Arin Goriscak
 - 9th Grade: Kyle Kavanaugh, Jade Tillman
 - 10th Grade: Robert Sebecke, Mia Hughes
 - 11th Grade: Ryan Pollison, Sierra Rutnik
 - 12th Grade: Perry Maio, Nicole Harris

- Kittatinny seniors who received recognition at the Senior Awards Assembly on June 4, 2018. (See attached.)

- Betty Scymanski, Guidance Staff, Support Staff and National Honor Society members who helped with the wonderful Senior Awards ceremony on June 4, 2018.

- KCAA for their organization of the annual Senior Athletes Awards Banquet held on June 5, 2018 at Farmstead Country Club.

- Robert Black, Brian Bosworth, Senior Class Advisors, Junior Class Advisors and staff chaperones for an effective organization of the 2018 Senior/Junior Prom at Perona Farms.

- Dana Bitondo and Student Council for hosting the annual blood drive at KRHS with Atlantic Health Care.