HUNTERDON CENTRAL REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
MEETING HIGHLIGHTS
FOR THE MONTH OF MARCH 2019

The following agenda items were approved for the month of March 2019:

Action items from the March 11, 2019 Board Meeting:

Candidate Interviews:
Moved to appoint Scott T. Nicol as a member of the Hunterdon Central Regional High School Board of Education from Raritan Township, until a permanent replacement is elected by voters in the November General Election.

HIB Report:
MOVE to affirm the Hunterdon Central Regional High School administrative disposition for the following HIB case reviewed by the Board of Education in closed session on February 25, 2019:

- HC 1819-011 – Incident reported 1/11/2019
- HC 1819-013 - Incident reported 1/28/2019
- HC 1819-014 – Incident reported 2/1/2019

Action items from the March 18, 2019:
Minutes:

MOVE to approve the regular and executive session minutes of the February 11, 2018, meeting.
MOVE to approve the regular and executive session minutes of the February 25, 2018, meeting.

HIB / Suspension Report

HCRHS 2018-2019 HIB / Suspension Report Summary						
Month / Year Incident Reported	# of Incidents Reported	# Identified as HIB	# Remedia-tion	# Discipline & Remedia-tion	# Appeals	# Student Suspensions*
Sep 2018	1	1	0	1	0	5
Oct 2018	6	2	4	2	0	11
Nov 2018	2	0	2	0	0	8
Dec 2018	1	0	1	0	0	9
Jan 2019	3	3	1	2	0	14
Feb 2019	1	0	1	0	0	8
Mar 2019	0	0	0	0	0	0
Apr 2019	0	0	0	0	0	0
May 2019	0	0	0	0	0	0
Jun 2019	0	0	0	0	0	0
Total	**14**	**6**	**9**	**5**	**0**	**55**

* Suspensions - Of the total 55 suspensions, 7 students have had prior suspensions

2019-2020 Budget Introduction

MOVE to adopt the following resolution:

RESOLVED, that the Hunterdon Central Regional High School Board of Education 2019-2020 tentative budget includes sufficient funds to implement the proposed planning process as described in the district's Annual Report pursuant to N.J.S.A. 18A and N.J.A.C Title 6 and 6A and to provide

curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards; and be it further

RESOLVED, that the Board of Education approves the 2019-2020 tentative budget in the amount of $71,887,357.64 and authorizes its submission to the Executive County Superintendent of Schools for approval; and be it further

RESOLVED that the Board of Education acknowledges that the 2019-2020 tentative budget as described below results in a general fund tax levy of $53,973,852.12 and a debt fund tax levy of $2,166,903.26 representing a total tax levy of $56,140,755.38; and be it further

RESOLVED that the Business Administrator be authorized to make budget adjustments as may be required by the County Executive Superintendent and/or new budget information, and to publish the tentative budget upon County Executive Superintendent approval; and be it further

RESOLVED that the Hunterdon Central Regional Board of Education has the ability to use Tax Levy Cap/Tax Levy Growth Limitations and Adjustments in the general fund tax levy to balance the 2019-2020 tentative budget; and

RESOLVED that the 2019-2020 budget guidelines require the Board to formally adopt a resolution when using Tax Levy Cap/Tax Levy Growth Limitations and Adjustments in the 2019-2020 tentative budget; and

RESOLVED that the Board authorized the School Business to appropriate $323,080 from 2015-2016 in banked cap above the 2% tax levy cap in order to balance the general fund for the 2019-2020 tentative budget, maintain existing programs, implement mandated programs, and remain in alignment with the district's strategic plan; and

RESOLVED that the said need must be completed by the end of the budget year, and cannot be deferred or incrementally completed over a longer period of time; and be it further

RESOLVED that the General Fund budget includes a $4,906,000 withdrawal from Capital Reserve; and be it further

RESOLVED that the budget supporting documentation includes detailed expenditure information pursuant to N.J.A.C. 6A:23A-7.3, including a maximum workshop/travel budget of $200,000, which was $179,550 in the 2018-2019 budget, where $49,353.33 was spent as of March 6, 2019; and be it further

RESOLVED that the budget supporting documentation includes detailed expenditure information for legal expenses in the amount of $200,000, which represents an increase of $15,000 from the 2018-2019 budget; and be it further

RESOLVED that a Public Hearing for adoption of the following 2019-2020 tentative budget will be held on April 29, 2019, at 7:00 p.m. in the Hunterdon Central Regional High School Little Theater;

GENERAL FUND REVENUE

Local Revenues:	
Local Tax Levy	53,973,852.12
Sale of Property	20,000.00
Miscellaneous Revenue	608,890.06
Total Local Revenue	$ 54,602,742.18
State Revenues:	
Equalization Aid	$ 3,053,948.00
Special Education Aid	1,840,406.00
Transportation Aid	326,420.00
Security Aid	48,383.00
School Choice Aid	247,860.00
Total State Revenue	$ 5,517,017.00

Federal Revenues:	
Other: SEMI	$ 23,665.82
Total Federal Revenue	23,665.82
Budgeted Fund Balance	$ 4,098,444.58
Capital Reserve Withdrawal	4,906,000.00
	9,004,444.58
Total General Fund Revenues	$ 69,147,869.58
Special Revenue Fund Revenues:	
Federal (Estimated)	$ 572,481.80
Total Special Fund Revenues	$ 572,481.80
Debt Service Fund Revenues:	
Budgeted Fund Balance	$ 103.00
Local Tax Levy	2,166,903.26
Total Debt Service Fund Revenues	2,167,006.26
TOTAL REVENUES	$ 71,887,357.64
GENERAL FUND EXPENSES	
Operating Expense	$ 63,365,822.58
Equipment	399,830.00
Construction Services	297,100.00
Capital Reserve	4,906,000.00
Total General Fund	$ 68,968,752.58
Special Revenue Fund Expenses:	
Federal (Estimated)	$ 572,481.80
Total Special Fund Expenses	572,481.80
Repayment of Debt:	
Debt Service	2,167,006.26
NJ Debt Aid Adjustment (SDA)	179,117.00
Total Repayment of Debt	$ 2,346,123.26
Total Expenditures	$ 71,887,357.64

K. Committee Reports

STUDENT LIFE AND PROGRAM

1.1 MOVE to approve the revised tuition and related transportation contracts for the following special education student during the 2018-2019 school year, from February 1, 2019 through June 30, 2019, with related services as required in their Individual Education Plans:

ID #	School	Transp.	Estimated Tuition Cost	ESY
227150	Summit Speech School	N	$ 2,945.00	N
215225	Burlington County Special Services	N	$ 604.44	N
188018	Gloucester County Special Services	N	$ 583.10	N

1.2 MOVE to approve the following exchange student for the 2019-2020 school year:

ID #	Grade	Agency	Country of Origin
NB (TBD)	11	AFS	Germany

1.3 MOVE to approve the Youth and Government overnight field trip to Elizabeth, NJ, to participate in the NJ Youth and Government State Conference from April 12 - April 14, 2019. Approximately 45 students and 3 chaperones will attend. Costs will be paid for by the students and club fundraising.

1.4 MOVE to approve the Holocaust Overseas/Polish Exchange overnight trip to Czech Republic and Poland from Tuesday, April 16, 2019, returning on Saturday, April 27, 2019. Approximately 20 students and 3 chaperones will attend. Costs will be paid for by the students.

OPERATIONS AND TRANSPORTATION

2.1 MOVE to accept the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended January 31, 2019, and place on file. The Board of Education, after review of the Board Secretary and Treasurer's monthly financial report and consultations with the Board Secretary, hereby certifies that no major account has been over-expended in violation of N.J.A.C. 6A:23A-16.10(b).

2.2 MOVE to approve district invoices presented for payment in the amount of $5,167,413.96.

2.3 MOVE to approve the line account transfers.

2.4 MOVE to approve the following resolution:

WHEREAS, the Hunterdon Central Regional High School Board of Education engaged the firm of Bedard, Kurowicki & Co., Certified Public Accountants, PC, to conduct a yearly audit of the District's financial records; and

WHEREAS, the firm audited those records for the 2017-2018 school year;

NOW THEREFORE, BE IT RESOLVED, that the minutes reflect that the Hunterdon Central Regional High School Board of Education reviewed the 2017-2018 audit report as required by N.J.S.A. 18A:23-5, acknowledges that no audit recommendations were made, and no corrective action plan was required; and

BE IT FURTHER RESOLVED, that the Business Administrator be directed to file the necessary reports of this action to the State Department of Education.

Audit Recommendations:
None

Corrective Action Plan:
None

Copies of the Comprehensive Annual Financial Report and Auditors' Management Report on Administrative Findings, Financial, Compliance and Performance were distributed to the Board.

2.5 MOVE to authorize the Business Administrator to issue a Request for Proposals for School Medical Inspector for the 2019-2020, 2020-2021, and 2021-2022 school years.

2.6 MOVE to approve the application for a grant from the Special Olympics to fund the district Unified Sports program.

A grant award would be allocated to expenses related to Unified Basketball, including busing, scorekeepers, announcers, paraprofessional salaries, and coaching stipends.

2.7 MOVE to accept the donation of a car seat from The Matheny School, with gratitude.

This car seat will be used in conjunction with the transportation department safety training program.

2.8 MOVE to approve the donation of a JUGS Changeup Pitching Machine with cart and balls for the Girls Softball Team, valued at $2,050, from the Softball Booster Club, with gratitude.

2.9 MOVE to approve an agreement for course inspection, repairs, and maintenance in the amount of $8,678.86 with Project Adventure, Inc., as a proprietary service for the challenge course on campus.

2.10 MOVE to award the bid for Roof Replacement at the 9/10 Auxiliary Gym to Strober-Wright Roofing, Inc., in the amount of $127,600, as the lowest responsible bidder; and be it further

RESOLVED that this project will be funded by a withdrawal from the Capital Reserve account in an amount not to exceed $140,360.

The following bids for roof replacement at the 9/10 Auxiliary Gym were received on March 8, 2019, at 11:00 a.m.:

Bidder	Bid Amount
Barrett Roofs, Inc.	$175,800
Integrity Roofing, Inc.	$175,340
Northeast Roof Maintenance	$195,000
RMI Roof Management, Inc.	$205,000
Strober-Wright Roofing, Inc.	$127,600

2.11 MOVE to award the bid for the HVAC Upgrades at the IMC Building, IT Room and Gym, to Aqua-Therm Plumbing & Heating, in the amount of $27,880, as the lowest responsible bidder; and be it further

RESOLVED that this project will be funded by a withdrawal from the Capital Reserve account in an amount not to exceed $30,668.

The following bids for HVAC upgrades at the IMC Building, IT Room and Gym were received on March 8, 2019, at 11:30 a.m.:

Bidder	Bid Amount
AMCO Enterprises, Inc.	$49,000
Aqua-Therm Plumbing & Heating	$27,880
Dumont Mechanical, Inc.	$43,840
EACM Corp.	$52,250
Echelon Services, LLC	$35,600
Industrial Cooling	$45,900
Iron Mountain Mechanical LLC	$36,875
K&D Contractors, LLC	$59,040
Bill Leary Air Conditioning & Heating	$57,000

2.12 MOVE to award the bid for Paving & Site Improvement at Parking Lots A&B to Paving Materials & Contracting, LLC, in the amount of $759,758, as the lowest responsible bidder; and be it further

RESOLVED that this project will be funded by a withdrawal from the Capital Reserve account in an amount not to exceed $835,733.

The following bids for paving and Site Improvement at Parking Lots A&B were received on March 8, 2019, at 12:00 noon:

Bidder	Bid Amount .
Glen G. Hale, Inc.	$ 808,990.00
KM Construction Corp.	$1,157,000.00
Paving Materials & Contracting, LLC	$ 759,758.00
Top Line Construction Corp.	$ 864,665.47

2.13 MOVE to approve a contract with Hogan Security Group for up to $230,000 to rekey locksets, assist with definition of the key schedule, and other work as necessary to implement a campus-wide re-key project; and approve a withdrawal of up to $230,000 from Emergency Reserve for this security project.

2.14 MOVE to approve the following resolution:

WHEREAS, the Hunterdon Central High School Board of Education is in need of auditing, medical, legal, engineering, architectural and other professional services; and

WHEREAS, N.J.S.A. 18A:18A-5a (1) and Chapter 440 of the laws of 1990 specifically exempt professional service contracts from competitive bids; and

WHEREAS, the District has received, where applicable, political contribution disclosure forms ten days prior to contract award pursuant to Chapter 271 of the laws of 2005; now therefore be it

RESOLVED that the Board Secretary is authorized to execute contracts for the following professional services from July 1, 2018 through June 30, 2019:

Firm	Category	Cost
Leah McMorrow, MA, LDT-C	Learning Evaluation and Written Report IEP Meeting	$550/student $100/hour

Complete fee schedule on file in the Business Office

2.15 MOVE to approve a Settlement Agreement and General Release between the Hunterdon Central Regional High School District Board of Education and the Parent of Student # 195015.

2.16 MOVE to approve the following policies on first reading:

4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing
8561 Procurement Procedures for School Nutrition Programs

2.17 MOVE to approve the following policy on second reading and adoption:

8600 Pupil Transportation

2.18 MOVE to authorize the Business Administrator to issue a Request for Proposals for Food Service Management Company for the 2019-2020, 2020-2021, 2021-2022, 2022-2023, and 2023-2024 school years NJ Department of Agriculture contracting requirements.

2.19 MOVE to authorize SSP Architects to provide professional architect services for the 9/10 Wood Gymnasium Exterior Repairs project, as directed by the Business Administrator; and be it further

Resolved that SSP Architects be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf; and be it further

Resolved that these professional services will be funded by the 2018-2019 operating budget for $15,000 plus expenses.

2.20 MOVE to authorize SSP Architects to provide professional architect services for the 800s Toilet Room Conversion project, as directed by the Business Administrator; and be it further

Resolved that SSP Architects be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf; and be it further

Resolved that these professional services will be funded by the 2018-2019 operating budget for $25,000 plus expenses.

2.21 MOVE to authorize SSP Architects to provide professional architect services for the Solar Power Purchase Agreement project, as directed by the Business Administrator; and be it further

Resolved that SSP Architects be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf; and be it further

Resolved that these professional services will be funded by the 2018-2019 operating budget for $5,400 plus expenses.

PERSONNEL

3.1 MOVE to accept the retirement, with all rights reserved, of the following staff member(s), as recommended by the Superintendent:

Retirements					
#	**Name**	**Position**	**District End Date**	**Pension Eff. Date**	**Years of Service**
A	Martinetti, Jean	Counseling Services Secretary	6/30/19	7/1/19	27 years
B	McQuilken, Christine	Special Education Teacher	6/30/19	7/1/19	18 years
C	Peterman, Dawn	Learning Disabilities Teacher Consultant	6/30/19	7/1/19	13 years
D	Wonesh, Anne	Learning Disabilities Teacher Consultant	6/30/19	7/1/19	3 years

3.2 MOVE to accept the resignation, with all rights reserved, of the following staff member(s), as recommended by the Superintendent:

#	Name	Position	Eff. Date
A	Brown, Christopher	Duty Release Aide	3/14/19
B	Dooley, Kelly	Full Time Paraprofessional	3/29/19

3.3 A. Approve appointment of the following candidate(s) for the contractual position(s), salaries, and starting dates indicated for the 2018-2019 school year, as recommended by the Superintendent.

Appointments – Contractual						
#	**Name**	**Position**	**Step**	**Degree**	**Salary**	**Eff. Date**
1	Dooley, Kelly	Special Education Teacher	1	BA	$57,477	4/1/19

B. MOVE to approve per diem rates and starting dates indicated for the following candidate(s), as recommended by the Superintendent:

Appointments – Per Diem				
#	**Name**	**Position**	**Rate**	**Eff. Date(s)**
1	Mulvihill, Rebecca	Long Term Substitute Teacher-Mathematics (K. Collins)	$150.00	3/25-4/29/19
2	Mulvihill, Rebecca	Long Term Substitute Teacher-Mathematics (K. Collins)	$312.38	4/30-6/21/19
3	Torres, Christopher*	Long Term Substitute Teacher-Physical Education	$312.38	3/18-TBD
4	Watts, Thomas	Substitute Teacher	$100.00	3/19/19
5	Zenerovitz, Jamie*****	Long Term Substitute Teacher-Family & Consumer Science (A. Veres)	$312.38	3/**15**-6/21/19

(Paid via timesheet)
*Interim approval given by Superintendent

C. MOVE to approve hourly rates and starting dates indicated for the following candidate(s), as recommended by the Superintendent:

Appointments – Hourly				
#	**Name**	**Position/Project**	**Rate**	**Eff. Date(s)**
1	Jardinella, Susanne	Substitute Secretary	$12.50	3/19/19
2	Witt, William	Substitute Custodian	$12.50	3/19/19

(Paid via timesheet)

MOVE to approve Advanced Placement Academic Tutorial Instructors-Spring for the 2018-2019 school year, at a rate of $54.30 per hour-not to exceed 10 hours, from 3/26-5/20/19, as recommended by the Superintendent:

AP Academic Tutorial Instructors		
#	**Name**	**Subject**
1	Amorim, Maria	World Language
2	Bellotti, Christopher	Social Studies
3	Chappe, Sean	Science
4	Chukrallah, Paola	World Language
5	Copeland, Leon	Science
6	Dayton, Danielle	Science
7	DeTample, Darrell	Social Studies
8	DiMarcello, Marco	Social Studies
9	Donhauser, Margaret	English
10	Glowacki, Marita	World Language
11	Ingram, Walter	Science
12	Jones, Rachel	Science
13	Koval, Kelly	Math
14	Krause, Jamie	Math
15	Lusardi, Alisa	Math
16	Markos, Semira	Social Studies

17	Marton, Dylan	Social Studies
18	Melo, Sonia	World Language
19	Mistele, Thomas	Science
20	Olbrich, Nicole	Social Studies
21	Panzitta, Christine	Social Studies
22	Pomarico, Anthony	Social Studies
23	Rachel, Anicel	Social Studies
24	Rudy, Robin	Fine Arts
25	Shawhan, Shirl	Science
26	Stutzman, Catherine	English
27	Wasserman, Eric	Math
28	Watt, Katherine	Math
29	Wilson, William	Math
30	Woods, Mary	English
31	Wright, Laura	World Language
32	Yu, Yihua	Science
33	Zhang, Yidi	Math

(Paid via timesheet)

Appointments – Athletic Event Workers – 2018-2019 School Year			
#	**Name**	**#**	**Name**
1	Behre, Robert	2	Lachner, Reese

(Paid via timesheet)

D. MOVE to approve candidate(s) for Schedule D positions at the contracted salaries for the 2018-2019 school year, as recommended by the Superintendent:

#	Name	Position	Stipend
1	Devlin, John	Assistant Coach Boys Lacrosse	$6,541
2	Healy, Erin	Assistant Coach Girls Lacrosse	$6,541

3.4 MOVE to approve intern or student observer candidates for the 2018-2019 school year, as recommended by the Superintendent:

Student Observer				
#	**Name**	**Position/College**	**Cooperating Teacher/ Dept.**	**Eff. Date(s)**
A	Aulisi, Ava	Counseling Services/ Montclair State University	Kerry Kelly	3/19/19

3.5 MOVE to approve professional conferences for staff member(s), as recommended by the Superintendent:

Professional Conferences				
#	**Name**	**Professional Development Activity**	**Est. Costs**	**Eff. Date(s)**
1	Arredondo, Laura	Foreign Language Educators of NJ 2019 Annual Conference	$110.00	4/5/19
2	Baumgaertner, Robert	33rd Annual Precalculus Conference	$150.00	3/22/19
3	Cole, Jacqueline	Grant Writing 101	$149.00	3/7/19

4	Cole, Robert	33rd Annual Precalculus Conference	$150.00	3/22/19
5	Colton, Hillary	NJ Music Educators Association Convention	$150.00	2/22-2/23/19
6	Johnson, Daniel	Building and Grounds - Educational Facility Management Program	$525.61	4/13, 4/27, & 5/11/19
7	Kuphal, Jeffrey	33rd Annual Precalculus Conference	$150.00	3/22/19
8	Kurilew, Dana	2019 Annual School Counselor Conference at Kean University	$35.00	4/12/19
9	Long, Jeremy	The Curious Classroom: Building Knowledge with Student-Directed Inquiry	$150.00	3/22/19
10	McIsaac, Brendan	NJ Writing Alliance Regional Conference Registration	$34.50	3/14/19
11	Nuechterlein, Jennifer	University of Oregon Counselor Program	$239.46	4/3-4/6/19
12	Post, Heidi (Sabbatical)	Advanced Skills and Standards & Certification Exam Level 2	$1,886.00	4/11-4/15/19
13	Schiff, Debra	33rd Annual Precalculus Conference	$150.00	3/22/19
14	Stahl, Michael	Califon Consultants – 2019 Tenure and Seniority	$225.00	4/12/19
15	Szczeck, Lynn	Tri-County Literacy Council	$35.00	10/18/18-6/8/19
16	Taylor, Suzanne	Principles in Differential Diagnosis in Adolescents	$225.00	4/8-4/15/19
17	Tucker, Nancy	10th Annual Women's Leadership Summit	$106.84	4/9/19
18	Williams, Shunda	Califon Consultants – 2019 Tenure and Seniority	$325.00	4/12/19
19	Zimmerbaum, Kate	The Curious Classroom: Building Knowledge with Student-Directed Inquiry	$150.00	3/22/19

3.6 MOVE to approve the following revision for the 2018-2019 school year, as recommended by the Superintendent.

#	Name	Position	Change From	Change To
A	Veres, Alyssa	Family & Consumer Science Teacher	FMLA 5/13-6/30/19 (1/28/19 Motion 3.8F)	FMLA 4/29-6/21/19

The following meetings are scheduled for April 2019:

April – 8: 7:00 p.m. Board Meeting – IMC
April – 15 – 7:00 p.m. Board Meeting – Little Theater
April 29 – 7:00 p.m. Board meeting – Little Theater – including budget adoption