

**HUNTERDON CENTRAL REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
MEETING MINUTES OF DECEMBER 10, 2018**

The regular meeting of the Board of Education of Hunterdon Central Regional High School was held on December 12 , 2018, at 7:00 p.m. in the Instructional Media Center (IMC) located on the 9/10 campus of Hunterdon Central Regional High School.

Mr. Panico, Board President, called the meeting to order at 7:01 p.m., led the flag salute, and announced that in compliance with the Open Public Meeting Act of the State of New Jersey, adequate notice of this meeting of the Board of Education of Hunterdon Central Regional High School was provided in the following manner:

CALL TO ORDER

On October 11, 2018, adequate written notice of the meeting was:

MEETING NOTICE

- a. Posted in the Board Room in the Upper School.
- b. Sent to *Hunterdon County Democrat, Courier News, Express Times, and Star Ledger.*
- c. Sent to the clerks of Delaware Township, East Amwell Township, Flemington Borough, Raritan Township and Readington Township.

Members Present:

Members Absent

ROLL CALL

Patrick Dugan
Lisa Hughes
Robert McNally
Roseanne Nguyen
Kathy Raborn
Robert Richard
Christopher Sobieski
Lori Blutfield
Vincent Panico

Also present were Superintendent Jeffrey Moore and Assistant Business Administrator Heather Spitzer. There were 50 visitors.

Residents' Forum – Agenda Items: None.

RESIDENTS' FORUM

Mr. Panico opened the floor for public comments on agenda items only.

ORGANIZATIONAL ITEM:

ORGANIZATIONAL ITEM

The Board took action on the following items:

Moved by Mr. McNally, seconded by Mrs. Hughes, and unanimously passed by a roll call vote of 9-0 to affirm the Hunterdon Central Regional High School administrative disposition for the following HIB cases, reviewed by the Board of Education in closed session on November 19, 2018:

AFFIRM HIB

- HC 1819-006 – Incident reported 10/23/2018
HC 1819-007 - Incident reported 10/25/2018

HCRHS 2018-2019 HIB / Suspension Report Summary						
Month / Year Incident Reported	# of Incidents Reported	# Identified as HIB	# Remediation	# Discipline & Remediation	# Appeals	# Student Suspensions*
Sep 2018	1	1	0	1	0	5
Oct 2018	4	1	4	0	0	11
Nov 2018	2	1	1	1	0	0
Dec 2018	0	0	0	0	0	0
Jan 2019	0	0	0	0	0	0
Feb 2019	0	0	0	0	0	0
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	7	3	5	2	0	16

* Suspensions - Of the total 16 suspensions, 1 student is a repeat offender

NJQSAC

NJQSAC District Performance Review (DPR)

Dr. Moore discussed the process in counting students for PARCC and achievement data.

Mr. Panico discussed the QSAC data collection process.

HCRHS BOARD MEETING MINUTES DECEMBER 10, 2018 CONTINUED

NJQSAC Moved by Mr. McNally, seconded by Mrs. Hughes, and unanimously passed by a roll call vote of 9-0 to approve the following resolution, as recommended by the Superintendent:

2018-2019 New Jersey Quality Single Accountability Continuum (NJQSAC)

WHEREAS, 18A:7A-10 establishes the New Jersey Quality Single Accountability Continuum (NJQSAC) for evaluating the performance of each school district; and

WHEREAS, NJQSAC measures district performance based on an analysis of the indicators of school district effectiveness in the areas of Instruction and Program, Fiscal Management, Governance, Operations, and Personnel; and

NOW THEREFORE, BE IT RESOLVED, that the Hunterdon Central Regional High School Board of Education authorizes the Superintendent to submit the NJQSAC self-assessment evaluation with the following scores to the New Jersey Department of Education for review:

<u>NJQSAC District Performance Review (DPR)</u>	
Instruction and Program	86%
Fiscal Management	100%
Governance	100%
Operations	100%
Personnel	100%

SUBMIT SOA & FACILITIES CHECKLIST Moved by Mr. McNally, seconded by Mrs. Hughes, and unanimously passed by a roll call vote of 9-0 to approve and authorize the Administration to submit the 2018-2019 health and Safety Evaluation of School Buildings Checklist Statement of Assurance (SOA) and Facilities Checklist.

PROFESSIONAL SERVICES Moved by Mr. Richard, seconded by Mrs. Hughes, and unanimously passed by a roll call vote of 9-0 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
Colleen Rossetti CCC-SLP	Speech Therapy	\$ 60.00/per hour
PSYCHHealth Associates, LLC Jeffrey B. Allen, Ph.D.	Psychologist/ Psychotherapy	\$4000.00 per specialized evaluation

*Complete fee schedule on file in the Business Office

DISCUSSION ITEMS:

1. Student Life and Program: Mrs. Raborn discussed the following:

OUT-OF-DISTRICT PLACEMENT 1.1 Approve tuition and related transportation contracts for the following special education student(s) during the 2018-2019 school year with related services as required in their Individual Education Plan(s):

			Estimated	
<u>ID #</u>	<u>School</u>	<u>Transp.</u>	<u>Tuition Cost</u>	<u>ESY</u>
218134	Green Brook Academy	Y	\$1,275.00	N

CHEERLEADING TRIP 1.2 Approve the HCRHS Varsity and Junior Varsity Cheerleading trip to Orlando, Florida on February 7-11, 2019, for the purpose of competing at the Universal Cheerleaders Association (UCA) National High School Cheerleading Championship.

HCRHS BOARD MEETING MINUTES DECEMBER 10, 2018 CONTINUED

A total of 48 Varsity and JV students will be traveling with 2 coaches, 1 nurse, and members of the HC Red Devils Cheerleading Booster Club Executive Board. The team will depart at 11:15 a.m. on Thursday, February 7th, and would miss school on Friday, February 8th, and Monday, February 11th. Bus transportation has been arranged in the event of inclement weather/flight cancellation. The cost of the trip is the responsibility of the students/parents and will be supplemented with funds raised through the HC Red Devils Cheerleading Booster Club.

- 1.3 Approve the following revisions to the Hunterdon Central Regional High School 2018-2019 School Year Calendar. 2018-2019 SCHOOL CALENDAR REVISION

Additions:

- Emergency School Closing – November 16, 2018

Changes:

- Early Dismissal / Staff In-Service – changed from January 29, 2019, to January 30, 2019
- Semester 2 Begins – changed from January 30, 2019, to January 31, 2019
- Emergency Closing Day Built-In – changed from 3 to 2 days remaining

- 1.4 Approve attendance of the following student(s) into the HCRHS ESL program. Transportation and tuition will be the responsibility of the resident districts: ESL PROGRAM

ID #	School	Estimated Tuition Cost
228138	Delaware Valley	\$19,378 Prorated (start date 12/6/18)

- 1.5 Approve the use of Reflective Practice Protocol evaluation model. REFLECTIVE PRACTICE PROTOCOL

- 1.6 Approve the HCRHS Dance Curriculum. DANCE CURRICULUM

- 1.7 Approve the following policies on second reading and adoption: POLICIES ADOPTED
- 2431 - Athletic Competition
2431.8 - Varsity Letters for Interscholastic Extracurricular Activities

2. Operations and Transportation
Mr. McNally discussed the following:

- 2.1 Accept the financial reports of the Business Administrator/Board Secretary and the Treasurer of School Monies for the month ended October 31, 2018, 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). FINANCIAL REPORTS

- 2.2 Approve district invoices presented for payment in the amount of \$5,772,481.61. INVOICES

- 2.3 Approve the line account transfers. TRANSFERS

- 2.5 Cancel the unexpended project balance and related contingencies and return the following funds to the Capital Reserve account: CAPITAL RESERVE

Fitness Center project, general contractor \$ 235

- 2.6 Authorize SSP Architects to provide professional architect services for the 9/10 Auxiliary Gymnasium Roof project, as directed by the Business Administrator; and be it further 9/10 AUXILIARY GYMNASIUM ROOF PROJECT

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 \$13,500 plus expenses.

HCRHS BOARD MEETING MINUTES DECEMBER 10, 2018 CONTINUED

IMC IT HVAC PROJECT

- 2.7 Authorize SSP Architects to provide professional architect services for the IMC IT HVAC 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 \$20,400 plus expenses.

IMC UPGRADES PROJECT

- 2.8 Authorize SSP Architects to provide professional architect services for the IMC Reconfiguration/Upgrades project – planning phase, 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 \$16,000 plus expenses.

TRANE US, INC. SERVICE AGREEMENT

- 2.9 Approve a scheduled service agreement with Trane US, Inc., as a proprietary service for Trane cooling systems on campus.

3. Personnel: Mr. Dugan reported on agenda personnel items.

RETIREMENTS

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

Retirements			
Name	Position	Eff. Date	Years of Service
Pauch, Barbara	Bus Driver	2/1/19	20 years
Ritchie, Jillian	Director of Curriculum and Instruction	7/1/19	4 years

APPOINTMENTS

- 3.2. 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	Salary	Eff. Date(s)
1	Moreno, Carlos*	Full Time Bus Driver	1	\$22.25/hr	12/10/18
2	Walsh, Marybeth*	Full Time Bus Driver	1	\$22.25/hr	12/3/18

*Interim approval given by Superintendent.

- B. 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)
Goldman, David*	Long Term Substitute-World Language (Kathryn Losavio)	\$150.00	12/6/18-1/11/19
Jefferson, Richard*	Long Term Substitute-Social Studies (Sharon Sweeney)	\$150.00	12/3-12/21/18
Meister, Donald	Long Term Substitute-Health and Physical Education (Kathleen Kudrak)	\$172.54	1/30-6/21/19
Turbitt, Frederick	Long Term Substitute-Business Education (Kellie Sutterlin)	\$150.00 \$312.38	2/1-3/1/19 3/4 -6/21/19

*Interim approval given by Superintendent
(Paid via timesheet)

HCRHS BOARD MEETING MINUTES DECEMBER 10, 2018 CONTINUED

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

HOURLY APPOINTMENTS

Appointments – Hourly				
#	Name	Position/Project	Rate	Eff. Date(s)
1	Bruno, Cristina	Senior Citizen Luncheon	\$30.00	11/17/18
2	Calvosa, Lauren	Senior Citizen Luncheon	\$30.00	12/18/18
3	Cantilina, Wenfei	Outside Home Instructor	\$40.00	12/18/18
4	Garcia, Nancy*	AM/PM Escort	\$30.00	12/10/18
5	Jeszensky, Andrea*	Substitute Bus Driver	\$28.00	12/3/18
6	Staats, Amy	Senior Citizen Luncheon	\$30.00	11/17/18

*Interim approval given by Superintendent
(Paid via timesheet)

Appointments – Athletic Event Workers – 2018-2019 School Year	
#	Name
1	Culloo, Garrett

(Paid via timesheet)

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

SCHEDULE C POSITIONS

#	Name	Position	Stipend
1	Larmore, Joan	Robotics Mentor	Unpaid

E. 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	Larmore, Joan	Robotics Mentor	Unpaid

3.3 Approve an unpaid leave of absence, as recommended by the Superintendent:

LEAVE OF ABSENCE

#	Name	Position	Leave Type	Eff. Dates
A	Kudrak, Kathleen	Health & PE Teacher	Child Care Leave	1/31-6/21/19
B	Nutret, Barbara	Bus Driver	FMLA	10/24/18-11/12/18

3.4 Approve professional conferences for staff member(s), as recommended by the Superintendent:

PROFESSIONAL CONFERENCES

#	Name	Professional Development Activity	Est. Costs	Eff. Dates
1	Armellino, Jane	TECHSPO 2019	\$800.00	1/31-2/1/19
2	Baldwin, Heather	TECHSPO 2019	\$800.00	1/31-2/1/19
3	Bruno, Cristina	Innovations in Special Education Technology-First Annual I-SET Conference	\$161.09	1/11/19
4	Calvosa, Lauren	Innovations in Special Education Technology-First Annual I-SET Conference	\$174.00	1/11/19
5	Grasso, Victoria	Key Club Advisor Summit	\$116.95	12/12/18
6	Hartpence, Ronald	NJ Edge 2019 Conference & Workshop	\$610.00	1/9/19
7	Ingram, Walter	US All Star Track & Field and Cross Country Clinic	\$109.00	12/6-12/7/18

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8	Kolody, Paul	2019 Eastern Athletic Trainers Association Conference	\$245.25	1/11-1/13/19
9	Kurilew, Dana	AP Conference	\$45.00	10/29/18
10	Marron, Michael	TECHSPO 2019	\$800.00	1/31-2/1/19
11	Moore, Jeffrey	TECHSPO 2019	\$800.00	1/31-2/1/19
12	Murphy, Michelle	Transition Coordinators Network Meeting	\$47.00	1/16/19
13	Murphy, Michelle	Crisis Prevention Institute Blended One Day Renewal Training	\$1,024.00	1/9/19
14	Paszkewicz, Jeffrey	2019 Eastern Athletic Trainers Association Conference	\$245.25	1/12-1/13/19
15	Ritchie, Jillian	TECHSPO 2019	\$800.00	1/31-2/1/19
16	Roberti, Michael	US All Star Track & Field and Cross Country Clinic	\$119.00	12/6-12/7/18
17	Shadel, Francesca	Wilson Reading System 4	\$335.00	1/8-1/10/19
18	Watt, Katherine	TECHSPO 2019	\$800.00	1/31-2/1/19
19	Webb, Carol	LRP's National Institute on Legal Issues of Educating Individuals with Disabilities	\$3,493.00	5/5-5/8/19

SABBATICAL LEAVE

3.5 Approve a sabbatical leave as per Article XXIV of the HCEA Contract for the following staff member, as recommended by the Superintendent, reserving all rights with regard to intellectual property, including ownership and liability, regarding goal two:

#	Name	Position	Leave Type Eff. Dates
A	Butler, Daniel	Social Studies Teacher	1st Semester 2019-2020
Project Description: Doctoral Dissertation in the Doctor of Letters program at Drew University			

Additional Business: none.

BOARD COMMENTS

Board Comments:

Mr. Panico reported that the upcoming weeks will be busy with the School Safety Summit, HCEA negotiations, the community conversation on marijuana legalization, college night, and the winter choral concert. He commented that the Board will do whatever it can to support the ice hockey team, coaches, and community. Dr. Moore said the district is dealing with the logistical challenge with little notice and is exploring options for no disruptions to the ice hockey program. He encouraged the community to approach the situation with civility and patience and to keep the students out of it.

RESIDENTS' FORUM

Residents' Forum – General:

Gail Wakmunski spoke in support of Coach Cavanaugh, asking that he continue to coach at team practices.

Charles Dai stated that Coach Cavanaugh had a settlement offer from Flemington Ice. Dr. Moore said the Board is not permitted to discuss personnel matters.

Brain Wakmunski spoke in support of Coach Cavanaugh, for the program he built, taking the team to the State Championship and winning Coach of the Year.

Brenda Menichillo expressed concern about sudden decisions and offered support for Coach Cavanaugh.

Michelle Clover defended Coach Cavanaugh and challenged some statements made by other members of the public.

HCRHS BOARD MEETING MINUTES DECEMBER 10, 2018 CONTINUED

Executive Session:

Moved by Mrs. Hughes, seconded by Mrs. Blutfield, and unanimously passed by a vote of 9-0 the following resolution to enter executive session was unanimously passed:

**EXECUTIVE
SESSION**

WHEREAS Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975 authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy of or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions and

WHEREAS the matters about to be presented for discussion clearly meet the "circumstances" test of such Act, now therefore be it

RESOLVED that the Board of Education of Hunterdon Central Regional High School now adjourns from public session to reconvene in Executive Session for the purpose of discussing the following: personnel, negotiations, and litigation, and be it further

RESOLVED that the Board will more specifically discuss a HIB case with no action to be taken after Executive Session, and be it further,

RESOLVED that the discussion in Executive Session be disclosed in the minutes to be released at the next regular meeting of the Board, provided the Board's consideration of the subject matter be closed, or that such matter does not adversely affect the rights of prospective, current or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosure of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

The board adjourned to executive session at 7:40 p.m.

Adjourn:

There being no further business, on motion by Mrs. Raborn, seconded by Mrs. Hughes, and unanimously approved, the meeting was adjourned at 8:52.

ADJOURN

Respectfully Submitted,

Heather A. Spitzer
Assistant Business Administrator

Date Approved

Vincent Panico, Board President