

LAKELAND REGIONAL HIGH SCHOOL
205 CONKLINTOWN ROAD
WANAQUE, NEW JERSEY 07465

REGULAR MEETING MINUTES

March 7, 2017
Board Meeting – 8:00 p.m.
Library

PLEDGE OF ALLEGIANCE

CALL TO ORDER BY BOARD PRESIDENT

Robert Adams - President, called the meeting at 8:00 PM

ROLL CALL

Present:

Robert Adams	Samuel Nastory
Maryann Brett arrived at 8:20 PM	Suzanne Raoul
Carol Gardner arrived at 8:20 PM	Daniel Sinclair
Bruce Gibson	Joseph Walker
John Griffin	

Also Present

Hugh Beattie	Kathryn Davenport
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OPEN PUBLIC MEETINGS STATEMENT BY BOARD PRESIDENT

Adequate notice of this meeting has been given by sending a meeting notice, dated January 11, 2017 to all Board members, Ringwood and Wanaque Council Clerks and Libraries, The Trends, The Record, and The North Jersey Herald & News. This meeting notice states a regular meeting will be held on March 7, 2017 at 8:00PM.

In accordance with the Open Public Meetings Act and Lakeland Board of Education Bylaw 0168 notice must be given to the School Business Administrator immediately prior to the meeting when sound recordings of the meeting will be made by the public.

Fire Exits are the Library main entrance to the audience's left and the alternate is located to the audience's right in the opposite corner of the Library.

PRESIDENT'S COMMENTS

President Rob Adams welcomed everyone to the Board meeting.

PUBLIC COMMENTS

Moved by Daniel Sinclair seconded by Suzanne Raoul that the Board approve the meeting be opened to the public to speak. This portion of the meeting is limited to 15 minutes unless an additional affirmative vote by Board members is taken. During this portion of the meeting the residents are invited to address the Board **with any questions**, comments or concerns on **agenda items only**. In doing so, the Board requests the individual address the Board, giving name and address, and asks that all remarks be directed to the Board President. The Board wishes to remind all attendees at its meetings that it subscribes without reservation to the principle of keeping the community completely informed. By policy the Board cannot allow public discussion of personnel matters. If a matter concerning the staff of the Lakeland Regional High School District is of interest or concern to a resident, the matter should be referred to the responsible Chief School Administrator or the Board of Education, either by telephone or letter.

VOICE VOTE: YES 7 NO 0 ABSTAIN 0

Moved by Daniel Sinclair seconded by John Griffin, that the Board close the public comments session.

VOICE VOTE: YES 7 NO 0 ABSTAIN 0

APPROVAL OF MINUTES

Moved by Bruce Gibson seconded by Joseph Walker, that the Board approve the following Board Minutes:

February 15, 2017 Regular Meeting

ROLL CALL: YES 7 NO 0 ABSTAIN 0

COMMITTEE REPORTS

• **Education**

- There was no meeting.
- The next regularly scheduled Education Committee meeting will be on Tuesday, March 14, 2017.

• **Finance**

Committee Chair, Ms. Suzanne Raoul, reviewed the following topics that were discussed at the March 7th Finance Committee meeting held at 7:00 PM, just prior to the general Board meeting:

- Review of Agenda Items
- Status of Lakeland’s State Aid Allocation
- Capital Projects & Capital Initiatives
- 2017-18 Budget

• **Shared Services**

No meeting

• **Legislative**

No meeting

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

Superintendent Hugh Beattie shared several pieces of news about student life in the district:

- The Lakeland school district is currently organizing itself for the upcoming PARCC assessment. One of our Deans of Students, Rita Mazza, has taken charge of this initiative and has been very organized with her approach. There is a “Parents’ Night” scheduled on March 15th from 7 – 9 pm to help familiarize any interested parents with the PARCC process.
- Mr. Beattie described a meeting he attended in New Providence regarding ESSA. He explained that each State adds their own piece to the requirements for the funding and the State of NJ is going to target student absences as their focus by monitoring ADA, or Average Daily Attendance. Superintendent Beattie clarified that when parents who opt their child “OUT” of PARCC the event will be considered as a student “Failing Grade” for the school district.
- Another piece of information Mr. Beattie shared is that with ESSA, students who exit ESL (English as a Second Language) and also exit from a Special Education classification continue to be counted in the Special Education sub-group for the remainder of their high school career.

- There were three (3) meetings held in the State regarding ESSA, but there were none held north of New Providence, geographically. Three (3) Passaic County Superintendents were at the New Providence meeting. One thing they defined at the meeting is that “**Chronic Absence**” is considered to be 10% of the school year or 18 days (10% of 180 days).
- The annual “All School Play” – The Little Mermaid -- was held on March 2, 3 and 4th with some days having two performances. It was touted by many as being the best play production the school has ever had.
- Our Head Ice Hockey Coach, Nick Crouch, got named for “Passaic County Coach of the Year” for Ice Hockey.
- The Girls’ Basketball team wound up being just shy of the County Finals this year. Congratulations for getting so close!
- The Dance Team traveled to Orlando and placed Seventh (7th) Nationally!

1. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent and the Education Committee, approve the **2017-2018 school calendar**.

ROLL CALL: YES 9 NO 0 ABSTAIN 0

2. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent approve the request by Ms. Lorraine Beal a leave of absence, under the Family Medical Leave Act, effective **March 7, 2017** using all accumulated sick and personal days, followed by an unpaid leave and to return on or before **June 1, 2017**.

ROLL CALL: YES 9 NO 0 ABSTAIN 0

3. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the **appointment** of the following personnel to the following **Spring** Coaching positions for the **2016-2017** school year:

- Ms. Danielle Osborne - Co-Assistant Track - Shared Coach - Step 2 @ \$2,634.00
- Mr. George Lutz - Co-Assistant Track - Shared Coach - Step 2 @ \$2,634.00
- Mr. Scott Nicholson - **Volunteer** Assistant Baseball

ROLL CALL: YES 9 NO 0 ABSTAIN 0

4. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, approve in accordance with the provisions of Board Policy 6471 and N.J.A.C. 6A:23B-1.1 et seq. as recommended by the Superintendent and Business Administrator the reimbursement of work related travel and expenses that directly relate to and within the scope of following employee’s current work responsibilities. This is in accordance with the previously authorized request for such travel and the District’s Business Administrators review of the appropriate and complete documentation that is found to be in compliance with the Board’s policy, N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act and the Accountability Act P.L. 2007 c.53. Each item listed for reimbursement has been found to directly promote the delivery of instruction and/or the furtherance of the efficient operation of the school district:

Employee	Event	Travel Date(s)	Reimbursement Amount	Total Cost
Hugh Beattie	NJASA Techspo 2017, Atlantic City, NJ	1/26-27/2017	\$210.86	\$635.86
Brenda Ferguson	Next Generation Science Standards Professional Development Workshop, Branchburg, NJ	9/28/2016, 2/15/2017	\$54.56	\$304.56
Rita Mazza	NJDOE PARCC Training, Whippany, NJ	2/10/2017	\$24.80	\$24.80
David Nidosik	Entrepreneurial & Innovation Curriculum Summit, Montclair, NJ	1/31/2017	\$11.22	\$11.22
Kel Pilshaw	NJASA Techspo 2017, Atlantic City, NJ	1/26-27/2017	\$210.74	\$635.74
Barbara Ziegler	Next Generation Science Standards -	2/15/2017	\$27.28	\$152.28

	Explanations & Argument, Branchburg, NJ			
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ROLL CALL: YES 9 NO 0 ABSTAIN 0

5. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the travel request and the reimbursement of travel related expenses in compliance with Board Policy, N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act, P.L. 2007 c. 53, the Accountability Act and the State Travel Guidelines.

The following employees are attending the events as indicated below. The attendance at this event and the work related travel expenses were approved by the Superintendent as work related and within the scope of the work responsibilities of the attendees; as promoting the delivery of instruction or furthering efficient operation of the school district and fiscally prudent.

Employee	Event	Date(s)	Total Est. Cost	Superintendent Approval Date
Donna Cavallaro	Annual Nonpublic Transportation Meeting, Wayne, NJ	3/10/2017	\$0.00	3/2/2017
Donna Cavallaro	Systems 3000 Fund Accounting Training, Eatontown, NJ	3/22/2017, 4/5/2017	\$63.20	3/2/2017
Kinga Galica	Increase your Students' Communicative Proficiency, Newark, NJ	4/25/2017	\$251.20	3/2/2017
Diane Maskley	Annual Nonpublic Transportation Meeting, Wayne, NJ	3/10/2017	\$0.00	3/2/2017
Janette Mathews	Annual Nonpublic Transportation Meeting, Wayne, NJ	3/10/2017	\$0.00	3/2/2017
Kimberly Schwarzlow	2017 Teacher Workshop/H.S. Training - Organ Donation, New Providence, NJ	3/17/2017	\$11.78	3/2/2017
Varsa Wilber	NJASSW Preparing to Deal with Emerging Social Issues, Iselin, NJ	3/27/2017	\$155.38	3/2/2017
Olga Yarmolina	Systems 3000 Fund Accounting Training, Eatontown, NJ	3/8/2017, 3/22/2017, 5/11/2017	\$153.60	3/2/2017
Olga Yarmolina	NJASBO Purchasing Workshop and Audit Program Update, Rockaway, NJ	3/16/2017, 4/25/2017	\$182.12	3/2/2017

ROLL CALL: YES 9 NO 0 ABSTAIN 0

6. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the following Field Trip Requests and chaperones. This activity will be supervised in accordance with a chaperone ratio as prescribed by District Regulation File Code #2340.
- a. **Study Skills Class** to *attend a self-advocacy student leadership conference to potentially establish a Self-Advocacy Club* at James Caldwell High School, West Caldwell, NJ on **Friday, March 17, 2017**, from 8:30 a.m. to 1:40 p.m., for approximately 10 students, with **students missing approximately four (4) blocks of school**, at an expense of approximately \$116.00 for transportation.

Chaperones:

 - Jenni Harmon - Teacher
 - Pam Herzig - Teacher
 - b. **Nature/Hiking Club** to participate in the following *hike's, enjoy nature and discuss relevant environmental issues* for approximately 30 students as indicated below:
 - o To Apshawa Preserve, West Milford, NJ - **Sunday, March 19, 2017 (Rain Date: Sunday, March 26, 2017)** from 9:00 a.m. to 2:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.

- o To Carris Hill Loop, Norvin Green SF, Bloomingdale, NJ – **Sunday, April 2, 2017 (Rain Date: Sunday, April 9, 2017)** from 9:00 a.m. to 1:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.
- o To Storm King Mountain, Cornwall-on-Hudson, NY – **Sunday, April 23, 2017 (Rain Date: Sunday, April 30, 2017)** from 9:00 a.m. to 2:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.
- o To Lemon Squeezer/Island Pond Mountain, Harriman State Park, Southfields, NY – **Sunday, May 7, 2017 (Rain Date: Sunday, May 14, 2017)** from 9:00 a.m. to 1:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.
- o To State Line Trail from State Line Marina, Abram Hewitt SF, Hewitt, NJ – **Saturday, May 20, 2017 (Rain Date: Saturday, May 27, 2017)** from 9:00 a.m. to 1:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.
- o To Wawayanda State Park (Hike/BBQ), Vernon, NJ – **Friday, May 26, 2017 (Rain Date: Friday, June 2, 2017)** from 2:45 p.m. to 7:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.
- o To Windbeam Mountain or Tory Rocks, Ringwood, NJ NY – **Friday, June 9, 2017** from 2:45 p.m. to 7:00 p.m., at an expense of approximately \$100.00 for transportation, to be paid from the Nature/Hiking Club Student Activities Account.

Chaperones:

- Patrick Phelan – Advisor/Teacher
- Randy Coren - Teacher
- Jamie Haftek - Teacher
- Andrew Truong - Teacher
- Richard Wiley - Teacher
- Christopher Kreider - Parent
- Patty Tragale - Parent

- c. **US History II (all levels) and HAPS Club** to *gather names/take pictures of War memorial* at Wanaque Town Hall, Wanaque, NJ and then to *assess, analyze, and visit the New Jersey Vietnam Veterans Memorial* in Holmdel, NJ on **Thursday, May 18, 2017**, from 7:30 a.m. to 3:00 p.m., for approximately 40 students, with **students missing one (1) day of school**, at an expense of approximately \$300.00 for transportation.

Chaperones:

- Patricia Kebrdle – Advisor/Teacher
- Joseph Sciancalepore – Advisor/Teacher
- Richard Wiley - Teacher
- Damiano Conforti - Teacher (if needed) - OR - Ronald Etzkorn - Teacher (if needed)

ROLL CALL: YES 9 NO 0 ABSTAIN 0

- 7. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the following as an **additional chaperone** for the *Baseball Spring Training/Games at the Wide World of Sports* from **Tuesday, March 21, 2017 (leaving after school) through Sunday, March 26, 2017:**

Chaperone:

- Louis Saraceni - Assistant Baseball Coach / Special Education Aide

ROLL CALL: YES 9 NO 0 ABSTAIN 0

- 8. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the home instruction for the following students:

Student #19114(r)	Medical	\$35.00 per hour @ 5 hours per week	From: February 15, 2017
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		Total: \$665.00	To: March 15, 2017 Total: 19 days
Student #19392(s)	Administrative	\$35.00 per hour @ 10 hours per week Total: \$2,100.00	From: February 7, 2017 To: March 3, 2017 Total: 30 days
Student #19411(r)	Medical	\$35.00 per hour @ 5 hours per week Total: \$175.00	From: February 13, 2017 To: February 17, 2017 Total: 5 days
Student #19411(r)	Medical	\$35.00 per hour @ 5 hours per week Total: \$1,575.00	From: February 17, 2017 To: May 3, 2017 Total: 45 days

ROLL CALL: YES 9 NO 0 ABSTAIN 0

9. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the shared-time placement for the following student from 11:30 a.m. until 2:00 p.m. daily at HoHoKus School of Trades & Technical Sciences, 634 Market Street, Paterson, NJ for remainder of the 2016-2017 school year:

Student #18333(s)	Plumbing	\$55.00 per diem @ 69 days Total: \$3,795.00	From: March 6, 2017 To: June 22, 2017 Total: 69 days
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ROLL CALL: YES 9 NO 0 ABSTAIN 0

10. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the home instruction (Alternative Learning Program) for the following students:

Student #16336(r)	Administrative	\$35.00 per hour @ 2.5 hours per day Mon-Thurs = total 10 hours/week Total: \$5,687.50	From: February 22, 2017 To: June 22, 2017 Total: 65 days
Student #19385(s)	Administrative	\$35.00 per hour @ 2.5 hours per day Mon-Thurs = total 10 hours/week Total: \$2,625.00	From: March 2, 2017 To: May 1, 2017 Total: 30 days

ROLL CALL: YES 9 NO 0 ABSTAIN 0

11. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the request by **Ringwood Recreation** the use of the **Track, nearby restrooms, parking lots** for a **Special Olympics Program** to be held as follows:

- March 6, 13, 20, 27, 2017 - 5:30 p.m. - 6:30 p.m.
- April 4, 11, 25, May 2, 2017 - 4:30 p.m. - 6:30 p.m.
- May 9, 16, 23, 20, June 8, 2017 - 5:30 p.m. - 6:30 p.m.

ROLL CALL: YES 9 NO 0 ABSTAIN 0

12. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the request by **Lakeland Junior Wrestling** the use of the **Cafeteria, nearby restrooms and the parking lots** for **State Wrestling Weigh-Ins ONLY**, to be held on **Friday, March 10, 2017** from 5:00 p.m. to 8:30 p.m.

ROLL CALL: YES 9 NO 0 ABSTAIN 0

13. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the request by **Thomas McCormack, Head Football Coach** on behalf of **Lakeland Lancer Football 5th Quarter Club**, use of the **Football Field, Lower Football Field, Lecture Hall, East Gym or**

West Gym (only if it rains, based on availability) nearby locker rooms, restrooms and parking for a *Lakeland Lancer Junior Football Camp* to be held Monday-Friday, June 26-30, 2017 from 8:00 a.m. to 2:30 p.m., pending Certificate of Liability Insurance.

ROLL CALL: YES 9 NO 0 ABSTAIN 0

- 14. Moved by John Griffin, seconded by Joseph Walker, that the Board of Education, upon the recommendation of the Superintendent, approve the request by **Spring Lake Day Camp & Country Club**, use of the **East Parking Lot** for **Staff Parking** on the following dates, at a fee of \$90.00 per day, pending Certificate of Liability Insurance:

Sunday, June 11, 2017 from 8:00 a.m. to 5:00 p.m.
Friday and Saturday, June 30 & 24, 2017 from 8:00 a.m. to 5:00 p.m.
Monday-Friday, June 26, 2017 - August 17, 2017 from 8:00 a.m. to 5:00 p.m., each day
Saturday, July 22, 2017 from 8:00 a.m. to 5:00 p.m.

ROLL CALL: YES 9 NO 0 ABSTAIN 0

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT AND RECOMMENDATIONS

- 1. Moved by Suzanne Raoul seconded by Bruce Gibson, that the Board of Education, upon the recommendation of the Business Administrator, approve the bill list in the amount of **\$1,644,457.13** and reviewed by the Board Finance Committee Members:

<u>DATE</u>	<u>TYPE</u>	<u>AMOUNT</u>
2/28/17	Bill List	\$ 905,307.15
2/23/17	Payroll	\$ 739,029.41
2/28/17	Pre-pays	\$ 120.57
	TOTAL:	<u>\$1,644,457.13</u>

ROLL CALL: YES 9 NO 0 ABSTAIN 0

OLD BUSINESS

- None

NEW BUSINESS

- None

PUBLIC COMMENTS

Moved by John Griffin seconded by Maryann Brett, that the Board approve the meeting be opened to the public to speak on any items of interest and further that this portion of the meeting be limited to 15 minutes unless an additional affirmative vote by the Board members is taken. During this portion of the meeting, the residents are invited to address the Board **with any questions, comments or concerns** that may be in respect to the operation of their schools. In doing so, the Board requests the individual address the Board, giving name and address, and asks that all remarks be directed to the Board. The Board wishes to remind all attendees at its meetings that while it subscribes without reservations to the principle of keeping the community completely informed, by policy it cannot allow public discussion of personnel matters. If a matter concerning the staff of the Lakeland Regional High School District is of interest or concern to a resident, the matter should be referred to the responsible Building Principal, Superintendent of Schools or the Board of Education, by either telephone or letter.

VOICE VOTE: YES 9 NO 0 ABSTAIN 0

Moved by Maryann Brett seconded by Daniel Sinclair, that the Board close the public comments session.

VOICE VOTE: YES 9 NO 0 ABSTAIN 0

PRIVATE EXECUTIVE SESSION

Moved by Bruce Gibson seconded by John Griffin, that the Board of Education will move to Private Executive Session to discuss item(s) which fall within an exception of our open meeting policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12b.

TIME IN 8:35 PM

- a. X Personnel - employment matters affecting a specific prospective or current employee
- b. Ongoing litigation
- c. Attorney-client privilege
- d. Individual student privacy
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Matters rendered confidential by Federal Law, State Law, or Court Rule
- h. Purchase or lease of real property if public interest could be adversely affected
- i. Collective bargaining agreements with Teacher’s Association, Cafeteria Association, and School Business Administrator’s contract.

Be it resolved that the Board move to Private Executive Session to discuss matters rendered confidential by the need to protect public safety and property, collective bargaining agreements with Teachers, Custodians/Maintenance, Administrative/Supervisors, Secretaries & Cafeteria negotiations and personnel - employment matters affecting a specific prospective or current employee. Any discussion held by the Board which need not remain confidential will be made public as soon as practical. Minutes of the private executive session will not be disclosed until the needs for confidentiality no longer exists.

VOICE VOTE: YES 9 NO 0 ABSTAIN 0

Moved by Joseph Walker seconded by Bruce Gibson, that the Board of Education return to public session at 8:46PM

VOICE VOTE: YES 9 NO 0 ABSTAIN 0

ADJOURNMENT

Moved by Bruce Gibson seconded by John Griffin, that the meeting be adjourned at 8:47 PM

VOICE VOTE: YES 9 NO 0 ABSTAIN 0

Respectfully submitted,

Kathryn Davenport
Business Administrator/Board Secretary