



North Hunterdon-Voorhees REGIONAL HIGH SCHOOL DISTRICT

Board of Education - Hunterdon County, NJ

MINUTES

Regular Meeting

Tuesday, June 27, 2023 at 7:00 p.m.

Meeting Location - District Administration Office

1445 Route 31, Annandale, NJ 08801

Click <https://www.youtube.com/watch?v=TWEm8Kqgpk> to access the live stream/recording

1. President Robert Kirchberger called the meeting to order at 7:00 p.m. and read the Public Meeting notice.

2. **Roll Call**

<u>Name</u>	<u>Municipalities Represented</u>	<u>Weighted Vote</u>
Debra Bonomi - present	Califon Borough / Tewksbury Township	0.8
Bryan Chapman - present	Clinton Township / Lebanon Borough	0.9
Shelley Crisologo - present	Town of Clinton / Franklin Township / Glen Gardner Borough	0.9
Glen Farbanish - absent	Union Township	1.4
Nicole Gallo - present	High Bridge Borough / Lebanon Township	1.2
Tara Marie Hintz - present	High Bridge Borough / Lebanon Township	1.2
Robert Kirchberger - present	Clinton Township / Lebanon Borough	0.9
Beth Kotran - present	Clinton Township / Lebanon Borough	0.9
John Melick - present	Califon Borough / Tewksbury Township	0.8
Kimberly Solino - present	Bethlehem Township / Hampton Borough	1.2
Daniel Spanton - present	Clinton Township / Lebanon Borough	0.9
Jessica Viotto - present	Town of Clinton / Franklin Township / Glen Gardner Borough	0.9

Also present: J. Bender - Superintendent of Schools, R. Bergacs - Assistant Superintendent, K. Blew - School Business Administrator/Board Secretary, G. Vargas-Dellacasa - District Technology Coordinator, M. Smagala - District Communications Coordinator, R. Broan, Director of Curriculum, Articulation and Student Achievement, M. Squarcia - Director of School Counseling Services, G. Cottrell - Principal of North Hunterdon High School, A. Li- School Board Attorney, Comegno Law Group P.C.

3. **Flag Salute**

4. **Motion by B. Kotran and second by S. Crisologo** to approve agenda item 4.1.

Motion carried on voice vote, with an abstention from D. Bonomi.

- 4.1. [Minutes - May 23, 2023](#) School Board meeting

5. **J. Bender provided the Chief School Administrator's Report**
 - Motion requested under New Business to approve the Safe Return Plan for 2023-2024. This Plan is a requirement to receive ESSER funds through the American Rescue Plan.
 - Congratulations to the Class of 2023 who graduated on June 14th. North Hunterdon had 384 graduates and Voorhees had 201. We wish them well in all of their future endeavors.
 - Summer enrichment courses are being held this week at both schools, which are open to rising 9th to 12th graders. For rising freshmen, we also have STEM Camp July 31st to August 3rd and Spanish Immersion Camp August 7th to 9th.
 - 5.1. Report on Harassment, Intimidation and Bullying (HIB) - (1) investigation, which was unfounded.
 - 5.2. **Motion by T. Hintz and second by D. Bonomi** to affirm the determinations on the [HIB Incidents](#) reported at the May 23, 2023 Board meeting. **Motion carried unanimously on voice vote.**
 - 5.3. [Monthly Reports - May 2023](#)
 6. **R. Kirchberger provided the School Board President's Report**
 - 6.1. BOE Regular Meeting - August 15, 2023 at 7:00 p.m., District Administration Office
 - 6.2. July 31, 2023, 4:00 p.m. - Deadline to submit [Nominating Petitions](#) for School Board vacancies to the County Clerk's office.
 - Board Officers Roundtable Meeting held on June 7th. Discussion included topics relating to shared service opportunities, articulation, transportation, DEI, regionalization.
 7. **School Board Committee Reports**
 - Facilities, Finance & Transportation Committee**
 - Cash management options were discussed and the FFT committee supports the administration's decision to maximize the interest rate environment by the fully-insured options at Citizens Bank. This will maintain liquidity and full protection under GUDPA.
 - Capital projects update reported that projects are continuing, mostly on schedule and no action is needed at this time.
 - FFT agenda items reviewed.
 - Personnel Committee**
 - Personnel agenda was discussed.
 - Policy & School Security Committee**
 - (6) policies up for 2nd reading and recommended by the committee for approval
 - (7) policies up for 1st reading and recommended for approval
 - Abolishment of regulation 9140 regarding citizens advisory committee as recommended by Strauss Esmay, as language is redundant to policy
 - Bylaw 0152 related to Board member term limits and nominating committee was discussed and the committee will further research Strauss Esmay recommendations.
 - Order of agenda items was discussed for the purpose of approval of items by section. The committee plans to review Strauss Esmay language in their review of an applicable model.
- B. Kotran inquired about policy 5305 regarding health services personnel (up for 2nd

reading) and whether mental health experience should be included in qualifications for the school physicians. Mr. Bender said he would look into the idea further but recommended policy be adopted as is for right now as it's a mandated policy.

Curriculum, Instruction & Technology Committee

- Curriculum agenda items reviewed. Textbook approvals were the same as last year - this approval is an annual requirement.
- Monthly data analysis focused on grade distribution, which has stabilized over the past (3) years following COVID.
- 9th grade math placement procedure is a combination of teacher recommendation, middle school grades and a common placement assessment.

R. Kirchberger asked if the Board wanted to hold goal setting this year as goals have not been a major focus in years past and they are not a requirement per NJSBA. Discussion ensued and Board consensus was to select one or two focus areas that each committee could work on, instead of set goals.

Ad Hoc Diversity Committee

- Next meeting is planned for this summer

8. **Opportunity for Public Comment** - None

9. **Motion by K. Solino and second by J. Melick** to approve agenda items 10.1 to 10.8
Motion carried unanimously on voice vote.

10. **Annual Activities**

10.1. [Resolution 062723-3](#) Authorize the 2023-2024 Professional Services Contracts

10.2. [Resolution 062723-4](#) Report of Awarded Contracts P.L. 2015 Chapter 47

10.3. [Resolution 062723-5](#) Authorize Participation in Cooperative Pricing Systems

10.4. [Resolution 062723-6](#) Authorize the 2023-2024 Annuity Services

10.5. [Resolution 062723-7](#) Accept Notice of Insurance Accountability Procedures

10.6. [Resolution 062723-8](#) Authorize Renewal of Bonds for School Business

Administrator and Treasurer of School Monies

10.7. [Resolution 062723-9](#) Authorize the School Business Administrator to pay all bills and transfer funds for the 2022-2023 school year

10.8. [Resolution 062723-10](#) Authorize a year-end transfer to the Capital Reserve Account

11. **Motion by T. Hintz and second by D. Bonomi** to approve [2023-2024 Textbook List](#)
Motion carried on roll call vote, with votes of No from N. Gallo and K. Solino.

12. **Motion by J. Viotto and second by D. Spanton** to approve agenda items 13.1 to 16.27. **Motion carried on voice vote**, with votes of No from S. Crisologo, N. Gallo and K. Solino for item 16.16; and an abstention from B. Kotran for item 14.1.

13. **Curriculum, Instruction and Technology**

13.1. [Home Instruction Placements](#)

13.2. [2023-2024 Out of District Placements](#)

14. **Policy**

14.1. [Second Reading of Policies](#)

14.2. [First Reading of Policies](#)

15. **Student Activities**

15.1. [Overnight Field Trips](#)

15.2. [NHHS Research Club](#) to shift from a voluntary club to a 20-hour club with club advisor stipend of \$689, effective July 1, 2023.

15.3. [NHHS Relay for Life Club Proposal](#) for 40-hour club with club advisor stipend of \$1,505, effective July 1, 2023

- 15.4. [VHS Relay for Life Club Proposal](#) for 40-hour club with club advisor stipend of \$1,505, effective July 1, 2023
16. **Finance, Facilities and Transportation**
- 16.1. [Resolution 062723-11](#) Superintendent hiring authority between Board of Education meetings during the Summer of 2023
- 16.2. Accept the 2022-2023 School Bus Emergency Evacuation Drill Reports for [North Hunterdon High School](#) and [Voorhees High School](#)
- 16.3. Approve the submission of the Individuals with Disabilities Education Act (IDEA) Part B for fiscal year 2023-2024 in the amount of \$470,291 and associated [Budget Summary](#)
- 16.4. Approve the submission of the ESEA Grant for 2023-2024 School Year: Title I-A: \$45,208; Title II-A: \$22,651; Title III: \$1,287 and Title IV Part A: \$10,000 and associated [Budget Summary](#)
- 16.5. [Resolution 062723-12](#) Appropriation of \$207,983 of FY2023 surplus to FY2024 due to the release of Supplemental Stabilization Aid
- 16.6. [Resolution 062723-13](#) Appointment of Peter B. Fallon, Esq. for Special Legal Counsel for the 2022-2023 school year
- 16.7. [Resolution 062723-14](#) Appointment of Rutgers University Behavioral Health Care for a District Comprehensive Therapeutic Mental Health Wrap Around Program for the 2023-2024 school year
- 16.8. [Resolution 062723-15](#) Approve professional services by Parette Somjen Architects
- 16.9. [Resolution 062723-16](#) Award the bid for HVAC Upgrades at NHHS and VHS to DeSesa Engineering Co. Inc. for \$2,698,800
- 16.10. [Service Rates for Hunterdon County ESC](#) for the 2023-2024 school year
- 16.11. [Service Rates for ESC of Morris County](#) for the 2023-2024 school year
- 16.12. [Resolution 062723-17](#) to renew membership with the New Jersey Schools Insurance Group (NJSIG)
- 16.13. Agreements with Hunterdon County ESC for Technology Services Support Technicians at [North Hunterdon High School](#) and [Voorhees High School](#) for the 2023-2024 school year
- 16.14. [Contract addendum with ESS Northeast, LLC](#) for Substitute Staffing Services for the 2023-2024 school year
- 16.15. [Contract renewal with Pomptonian Food Service Management](#) for Management of the Food Service Program for the 2023-2024 school year
- 16.16. [Shared Service Agreement with CJ Pride](#) for 2023-2024 School Year
- 16.17. [Multi-Year Contract\(s\)](#) for the 2023-2024 school year
- 16.18. [Purchase\(s\) above \\$44,000](#) for the 2023-2024 school year
- 16.19. [Co-op and State Contract Vendors](#) that exceed the bid threshold for the 2022-2023 school year
- 16.20. [Co-op and State Contract Vendors](#) that exceed the bid threshold for the 2023-2024 school year
- 16.21. Declare [District Property](#) as damaged and/or obsolete and grant authorization for disposal and/or sale by the Business Administrator pursuant to N.J.S.A. 18A:18A-45
- 16.22. [Staff Training and Travel Requests](#)
- 16.23. [Monthly Bills List](#) for June 2023
- 16.24. [Resolution 062723-1](#) Monthly Financial Reports Certification for May 2023

- 16.25. [Board Secretary Report](#) for month ending May 2023
- 16.26. [Treasurer Report](#) for month ending May 2023
- 16.27. [Transfer of Funds](#) within the 2022-2023 school year budget - May 2023
17. **Old and New Business**
- K. Solino requested that edited agenda items be highlighted
18. **Motion by N. Gallo and second by J. Viotto** to adopt [Resolution 062723-2](#) for executive session to discuss matters falling under categories 7 and 8 as reflected in the attached resolution. **Motion carried unanimously on voice vote** and the Board adjourned to executive session at 7:52 p.m.
19. **Motion by D. Spanton and second by B. Kotran** to reconvene public session. **Motion carried unanimously on voice vote** and the Board reconvened public session at 9:23 p.m.
20. **New Business:**
- Motion by J. Melick and second by N. Gallo** to adopt the 2023-2024 Safe Return Plan referenced in J.Bender's Chief School Administrator's report. **Motion carried unanimously on voice vote.**
- Motion by B. Chapman and second by J. Melick** to table item 7.2 from the Personnel Agenda. **Motion carried unanimously on voice vote.**
21. **Motion by S. Crisologo and second by B. Kotran** to approve agenda item 21.1, 21.2 and [Personnel Hand Carry Items 1-7](#). **Motion carried on roll call vote**, with an abstention from D. Bonomi for item 21.2.
- 21.1. [Personnel Agenda June 27, 2023](#)
- 21.2. Executive Session Minutes May 23, 2023
22. **Motion by J. Viotto and second by D. Bonomi** to adjourn. **Motion carried unanimously on voice vote**, and the meeting adjourned at 9:28 p.m.

Submitted by:

Kathryn Blew

Kathryn Blew, CPA

School Business Administrator/Board Secretary