

**WATCHUNG HILLS REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
WEDNESDAY, SEPTEMBER 9, 2009
7:00 P.M.**

I. CONVENE

A. Public Notice

This is the Board of Education Regular Business Meeting for which adequate notice under the Open Public Meetings Law was provided by written notice on August 19, 2009, to the Courier-News, the Echoes Sentinel, the Reporter, the Star Ledger, and the Clerks of the Borough of Watchung and the Townships of Long Hill and Warren.

B. Roll Call

C. Pledge of Allegiance

II. REPORTS AND PRESENTATIONS

A. Superintendent's Comments *Dr. Frances C. Stromsland*

B. Board President's Comments *Dr. Paul Seelig*

C. Business Administrator's Comments *Mr. Timothy M. Stys*

D. Committee Reports *Committee Chairpersons*

Finance & Operations

***Personnel**

Negotiations

Buildings & Grounds

Curriculum

Co-Curricular

Policy & Regulation Review

Community/Business Relations

Representative Reports

Principal's Report

Dr. Thomas DiGanci

III. FIRST OPPORTUNITY FOR PUBLIC COMMENT

NOTE: The first public comment period will be limited to agenda items for the September 9, 2009 meeting only. The second public comment period will be open to any topic. All comments are limited to five minutes.

IV. BOARD DISCUSSION

- **Special Executive Session**

V. ACTION ITEMS

A. ADMINISTRATION

THE SUPERINTENDENT RECOMMENDS THAT IT BE:

- A1** RESOLVED, the Board of Education approves the minutes of August, 17, 2009.
- A2** RESOLVED, the Board of Education approves the executive session minutes of June 29, 2009.
- A3** RESOLVED, the Board of Education approves the Adult School proposed budget for 2009/2010 as per the attached. **AA**
- A4** RESOLVED, the Board of Education approves student #2113 to receive a neuro-developmental examination by Dr. Jesse Mintz of East Brunswick to be performed on August 31, 2009 at a rate of \$450.00.
- A5** RESOLVED, the Board of Education approves student #108845 to attend the Somerset County Alternative High School in Raritan, N.J. for the 2009/2010 school year and a total cost not to exceed \$18,860.00. Transportation to be provided by Watchung Hills Regional High School.
- A6** RESOLVED, the Board of Education approves the submission of the IDEA Fiscal Year 2010 grant application to the State Department of Education. **AB**
- A7** RESOLVED, the Board of Education approves the submission of the No Child Left Behind (NCLB) Fiscal Year 2010 grant application to the State Department of Education. **AC**
To be Distributed on Wednesday
- A8** RESOLVED, the Board of Education approves the submission of the American Recovery and Reinvestment Act (ARRA) Fiscal Year 2010 grant application to the State Department of Education. **AD**

B. CURRICULUM AND INSTRUCTION

C. PERSONNEL

THE SUPERINTENDENT RECOMMENDS THAT IT BE:

- C1** RESOLVED, the Board of Education approves the appointment of Larry Griswold, Enid Lutz, M. Jules Mattes, Peter McCoy, Sarah O'Meara, Barbara Sasso, Scott Spinelli, and Ron Yoder as substitute teachers for the 2009/2010 school year. **CA**

- C2** RESOLVED, the Board of Education approves the appointment of Timothy A. Faust as a part-time security aide (evenings) for the 2009/2010 school year. Mr. Faust shall receive \$18.00 per hour with no health benefits. **CB**
- C3** RESOLVED, the Board of Education approves the appointment of Rosanne Klink as a Teacher of Special Education for the 2009/2010 school year. Ms. Klink shall be placed on Step 2 of the BA Guide for an annual salary of \$49, 929.
- C4** RESOLVED, the Board of Education approves the pregnancy disability leave of Jana Battiloro, Teacher of English, commencing on September 21, 2009. Ms. Battiloro will use 22 accumulated sick days during part of her disability period and continue to receive salary through October 22, 2009. She will remain on unpaid disability leave during the period October 23, 2009 through November 13, 2009. She anticipates returning to work on November 16, 2009.
- C5** RESOLVED, the Board of Education approves Michael Porter, Teacher of English, to teach an additional class at 0.2 of Step 10 of the Ph.D. Guide (\$73,138) for the period of Jana Battiloro's pregnancy disability leave, at an additional salary of \$2,632.68.
- C6** RESOLVED, the Board of Education approves Joy Mondalto, Teacher of English, to teach an additional class at 0.2 of Step 3 of the M.A. Guide (\$54,785) for the period of Jana Battiloro's pregnancy disability leave, at an additional salary of \$1,972.08.
- C7** RESOLVED, the Board of Education approves Elizabeth Mammen, Teacher of English, to teach an additional class at 0.2 of Step 8 of the M.A.60 Guide (\$68,256) for the period of Jana Battiloro's pregnancy disability leave, at an additional salary of \$2,457.00.
- C8** RESOLVED, the Board of Education approves Courtney Griffith, Teacher of English, to teach an additional class at 0.2 of Step 13 of the B.A.15 Guide (\$68,403) for the period of Jana Battiloro's pregnancy disability leave, at an additional salary of \$2,462.40.
- C9** RESOLVED, the Board of Education approves Heather Farrington, Teacher of English, to teach an additional class at 0.2 of Step 9 of the M.A. Guide (\$62,103) for the period of Jana Battiloro's pregnancy disability leave, at an additional salary of \$2,235.60.
- C10** RESOLVED, the Board of Education approves Ryan Murray, Teacher of Social Studies, to teach an additional class for one semester at 0.1 of Step 4 of the B.A. Guide (\$52,125), at an additional salary of \$5,212.50.
- C11** RESOLVED, the Board of Education approves Mary Sok, Teacher of Social Studies, to teach an additional class for one semester at 0.1 of Step 15 of the M.A.60 Guide (\$85,273), at an additional salary of \$8,527.30.

- C12** RESOLVED, the Board of Education approves Carl Bird, Special Education Teacher, for an additional .12 in salary compensation for his instruction of 3 labs along with his 5 classes (.04 for each lab, or .12). As Mr. Bird is on Step 2 of the M.A. Guide (\$53,709), this will amount to an additional \$6,445.08 in compensation.
- C13** RESOLVED, the Board of Education approves an unpaid leave of absence for Michael O'Brien, Instructional Aide, effective October 5, 2009 through January 29, 2010, so that he may complete his student teaching assignment at Watchung Hills Regional High School. Mr. O'Brien will have the option of maintaining his health and dental benefits at his own expense during his leave period.
- C14** RESOLVED, the Board of Education approves the appointment of Kaitlyn Jones as a leave replacement Instructional Aide, effective October 5, 2009 through January 29, 2010. Ms. Jones shall be placed on Step 1 of the Aides Guide for pro-rated compensation at the annual rate of \$33,495 with appropriate health insurance and dental benefits according to the terms of those plans. **CC**
- C15** RESOLVED, the Board of Education approves an unpaid intermittent Family & Medical Leave Act leave for James Lyons, Maintenance Worker, effective during the periods September 21, 2009 through October 16, 2009 and November 30, 2009 through December 11, 2009. Mr. Lyons shall receive no salary during this period but his health and dental benefits shall be continued.
- C16** RESOLVED, the Board of Education approves the payment of unused vacation time to Michael Waluk, former Vice-Principal. Mr. Waluk shall receive \$11,681.60 for 24.50 unused vacation days at his per diem rate (Annual Salary/260 days) based on his 2009/2010 PSA salary rate of \$123,969.00.
- C17** RESOLVED, the Board of Education approves the appointment of Teresa McGeough, Guidance Counselor, as the District Testing Coordinator for the 2009/2010 school year at a stipend of \$6,925.00.
- C18** RESOLVED, the Board of Education approves the appointment of Carolyn Needham as the Script & Cue Costume Advisor for the Fall Production at a stipend of \$1,560.00 (4 units X \$390 per unit).
- C19** RESOLVED, the Board of Education approves the appointment of Jill A. Pila as the JV Cheerleading Advisor (Fall) for the 2009/2010 school year at a stipend of \$2,340.00 (6 units X \$390 per unit). **CD**
- C20** RESOLVED, the Board of Education approves the appointment of Jessica M. Jimenez as assistant coach of Women's Volleyball (Freshman) for the 2009/2010 school year at a stipend of \$3,900.00 (10 units X \$390 per unit). **CE**
- C21** RESOLVED, the Board of Education rescinds the August 17, 2009 approval of Andrew Tronzano as a co-advisor for Ultimate Frisbee (Fall).

C22 RESOLVED, the Board of Education approves the appointment of Kenneth Karnas as a co-advisor for Ultimate Frisbee (Fall) at a stipend of \$975.00 (2.5 units X \$390 per unit).

D. FINANCE

THE SUPERINTENDENT RECOMMENDS THAT IT BE:

D1 Certification of Board Secretary
Pursuant to N.J.A.C. 6A:23-2.12(c)3, I, Timothy M. Stys, Board Secretary/School Business Administrator, certify that as of July, 2009 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.12(a).

Board Secretary _____ Date _____

D2 WHEREAS, the Board of Education has received the reports of the secretary for the month of July consisting of:

1. Interim Balance Sheets
2. Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
3. Schedule of Revenues-Actual Compared with Estimated
4. Statement of Appropriations Compared with Expenditures and Encumbrances

WHEREAS, in compliance with N.J.A.C. 6A:23-2.12(c)4, the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C. 6A:23-2.12(c)4, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and the treasurer of school monies for the month of July, 2009 and upon consultation with the appropriate district officials, to the best of its knowledge, no, major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

D3 RESOLVED, the Board of Education ratifies the transfer of funds among the general, special revenue and capital projects fund's line items as of July, 2009 as previously approved by the Superintendent and Business Administrator.

DA

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- D4** RESOLVED, the Board of Education approves payment of the following checks for the month of August:

Fund 10	General Fund – checks	\$1,305,957.31
Fund 20	Special Revenue Fund	\$27,000.56
Fund 30	Capital Projects Fund	\$33,845.25
Fund 40	Debt Service Fund	\$.00
	Total	\$1,366,803.12

- D5** RESOLVED, the Board of Education approves travel related reimbursement and attendance to various seminars and workshops for the 2009/2010 school year as per the attached. **DB**
- D6** RESOLVED, the Board of Education approves the attached rental agreement for the WHRHS Performing Arts Center for the 2009/2010 school year. **DC**

Changes from the 2008/2009 rental agreement are as follows:

- Page 1: Date change to reflect 2009/2010 school year.
Page 5: Increase in house manager fee from \$20 to \$25 and changed minimum amount of ushers required from five (5) to six (6).
Page 6 & 12: Piano tuning fee changed to a range of \$125 - \$175.

- D7** RESOLVED, that the Board of Education award a contract to Donna Werge to perform consulting services for our transportation department at a cost of \$50 per hour, not to exceed 30 hours (\$1,500).
- D8** RESOLVED, the Board of Education approves a joint transportation agreement between Green Brook Board of Education and WHRHS for transporting Vocational students to/from Watchung Hills Regional High School and Somerset County Vocational School, Bridgewater, NJ, for the 2009/2010 school year at no cost to Green Brook Township.
- D9** RESOLVED, the Board of Education approves a parental contract to transport student #123405 to/from Morris County School of Technology, Denville, NJ and Watchung Hills Regional High School from September 1, 2009 to June 30, 2010, for a total amount not to exceed \$2,000.00.
- D10** RESOLVED, the Board of Education approves a parental contract to transport student #93900 to/from the McAuley School, Watchung, NJ and Watchung Hills Regional High School from September 1, 2009 to June 30, 2010, for a total amount not to exceed \$13,875.00.
- D11** RESOLVED, the Board of Education approves WHRHS to transport 22 non-public students to/from the Pingry School in Martinsville for the 2009/2010 school year, from September 1, 2009 to June 30, 2010, as follows:

Host District	Joiner District	# of Students	Revenue
WHRHS	Watchung Borough	5 (grades K-8)	\$4,420.00
WHRHS	Warren Twp	13 (grades K-8)	\$11,492.00
WHRHS	Green Brook	4 (grades 6 -12)	\$3,536.00

D12 RESOLVED, the Board of Education approves WHRHS to transport 36 non-public district high school students to/from Pingry School for the 2009/2010 school year.

D13 RESOLVED, the Board of Education approves the following WHRHS bus routes and costs for the 2009/2010 school year:

Route #	Route Cost
HS1/VV4/BB4	\$46,060.00
HS2/VV3/BB7	\$47,140.00
HS14/VV6/BB3	\$59,832.00
HS33/Ping1A	\$45,625.00
HS34/BB8/PingP	\$55,224.00
Vtech1/ALT/Vtech3	\$57,096.00
WB1/Ping2/HLC	\$61,200.00
Vtech2/TOPS/WB1	\$64,512.00

D14 WHEREAS, the Watchung Hills Regional High School Board of Education (“Board”) has obtained approval of the preliminary eligible costs for certain financing from the New Jersey Department of Education, Department for School Facilities Projects, pursuant to the Educational Facilities Construction and Financing Act, (the “Act”), N.J.S.A. 18A:7G-1, et seq. and the regulations promulgated thereunder N.J.A.C. 6:23-1.1, et seq. (now codified at N.J.A.C. 6A:26-1.1, et seq.), (the “Regulations”); and

WHEREAS, the Board has received PEC determinations from the Department of Education in August 2009 for the projects listed below:

- WHRHS Gym Bleachers # 5550-050-09-1004
- WHRHS BOE Office to Classroom Conversion # 5550-050-09-1001
- WHRHS New Security System # 5550-050-09-1002

And, WHEREAS, the Department has determined eligibility for anticipated grant awards represented below as “State Share” for each project:

Project	Total Project Cost	Local Share	State Share
Gym Bleachers	\$288,861	\$173,316	\$115,544
Classroom Conv.	\$913,346	\$548,008	\$365,338

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Security System	\$398,791	\$239,275	\$159,516
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And, WHEREAS, the Board, through the 2009/2010 budget process, has authorized the application of a Facilities Lease for the purpose of funding the local share and application of State grants to fund the State Share, and

WHEREAS, it is required by the Board of Education to make determinations on the Department of Education’s PEC letter either to accept the determination or defer the determination and to indicate the method of funding as a Grant award or Debt Service;

NOW, THEREFORE, BE IT RESOLVED by the Board that the Board of Education of the Watchung Hills Regional High School makes the following determinations on the Projects listed above:

- That the Watchung Hills Regional High School Board of Education accepts the Department of Education’s determinations listed on the PEC letters, and
- That the Watchung Hills Regional High School Board of Education elects to construct the school facilities project using a Grant award.

AND, BE IT FURTHER RESOLVED, that the School District Superintendent is hereby authorized to sign Attachment A and submit it to the New Jersey Department of Education on behalf of the Watchung Hills Regional High School Board of Education, and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

D15 RESOLVED, that the Board of Education renew for the 2009/2010 school year, the bid award with E.R. Barrett, Inc. originally awarded on December 1, 2008 at no increase as listed below in accordance with N.J.S.A. 18A:18A-42.

Vendor	E.R. Barrett, Inc.
Service	Roofing Repair – (Time & Material)
Hourly Rate	\$73.20
Over-Time Rate	\$115.00
Sunday and Holiday Rate	\$115.00

D16 RESOLVED, that the Board of Education renew for the 2009/2010 school year, the bid award with Schutt Reconditioning, Inc. for athletic equipment reconditioning services originally awarded on August 18, 2008 at no increase as listed below in accordance with N.J.S.A. 18A:18A-42.

DD

Vendor	Schutt Reconditioning, Inc.
Service	Athletic Equipment Reconditioning
Rates	See Attached List

VI. OTHER BUSINESS

VII. SECOND OPPORTUNITY FOR PUBLIC COMMENT

VIII. EXECUTIVE SESSION

In accordance with the provisions of the New Jersey Open Public Meetings Act, be it hereby resolved that the Board move into closed session to discuss confidential personnel and legal matters governed by attorney-client privilege, after which action may be taken. It is expected that the matters discussed in closed session will be made public as soon as the need for confidentiality no longer exists.

IX. ADJOURNMENT