

STERLING HIGH SCHOOL DISTRICT
REORGANIZATION, PUBLIC HEARING & REGULAR MEETING MAY 5, 2022

AGENDA

The Sterling High School Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. The Board President or Presiding Officer will recognize those individuals in the audience who wish to make a comment.

Please respect the following procedures:

- All statements, questions, or inquiries shall be directed to the Board President or Presiding Officer.
- A participant must be recognized by the Board President or Presiding Officer and state his/her full name, address, and group affiliation, if applicable.
- Each statement is limited to five minutes.
- No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
- Statements, questions, or inquiries shall not be abusive, obscene, or defamatory.

1. Call to Order 7:00 p.m. – President Hiltner

2. Flag Salute

3. Opening Statement - Public notice of this meeting pursuant to the Open Public Meetings Act has been faxed by the Board Secretary on May 7, 2021 and on April 25, 2022 to the Courier Post and posted on the school's bulletin board. Notice was also faxed to the Borough Clerks of Hi-Nella, Laurel Springs, Magnolia, Somerdale, and Stratford.

4. Roll Call	Mrs. Burckley	Mr. Hiltner	Mrs. Reich
	Mr. Clark	Mr. Radcliff	Mr. Healey
	Mr. Nicholas	Mrs. Stout	

5. Presentation of the 2022-2023 Budget

6. Approval of the 2022-2023 Budget

7. Visitors' Comments (Agenda Items Only – Five Minute Limit)

8. Reorganization Items

- a. WHEREAS, the "Open Public Meetings Act" requires that advance written notice of all meetings of the Board of Education be posted in one public place designated by the Board, and mailed, telephoned, telegrammed or hand-delivered to one newspaper designated by resolution and mailed to all persons requesting a copy of same upon payment of an established fee;

NOW THEREFORE, BE IT RESOLVED by the Board of Education of Sterling High School District as follows:

- (1) All advance written notices of Board meetings shall be posted on the bulletin board located in the Sterling High School.
- (2) All advance written notices of Board meetings shall be given to the Courier Post newspaper.

- (3) All advance written notices of Board Meetings throughout the year shall be mailed to all persons requesting a copy of the same after payment by such persons of a fee of \$.05 per letter size page and \$.07 per legal size page in accord with Board Policy No. 8310. News media shall be exempt from such fee.
- (4) The schedule of regular official Board Meetings for the period from and after this meeting until June 2023 shall be in accordance with the list annexed hereto designating the dates, times and places of the meetings.
- (5) Notice of Scheduled Meetings

RESOLVED that notice is hereby given by the Sterling High School District Board of Education that the following is a list of the regular meetings of the Board of Education through June 2023.

b. Regular Monthly Official Public Meetings

All such meetings to be held at 7:00 pm., unless otherwise noted, at the Sterling High School Board of Education Conference Center, 801 Preston Avenue, Somerdale. Formal official action may be taken at such meetings on any and all business involving the school district. Most dates are first and third Thursdays.

May 19, 2022	January 5, 2023
June 2 & 16, 2022	February 2, 2023
September 1 & 15, 2022	March 2 & 16, 2023
October 6, 2022	April 20, 2023
November 3, 2022	May 4 & 18, 2023
December 1, 2022	June 1 & 15, 2023

c. Appointment of Architect

RESOLVED by the Board of Education of the Sterling High School District that the firm of Garrison Architects be appointed as [Architect for the 2022-2023](#) school year at a fee range of 12% for renovation/alterations only of projects up to \$100,000 and 8% for renovations/alterations only of projects over \$1,000,000. Additional services not incorporated into a construction project are billed hourly according to the following fee schedule: Principal \$150/hr., Project Architects \$110/hrs., Project Directors \$95/hr., CAD \$65/hr., Drafting \$55/hr., and Clerical \$35/hr. The Board, in the conduct of its business, requires the services of an architect, a recognized professional.

d. Appointment of Auditor

Recognizing the Peer Review Report conducted on Bowman & Company and that Bowman & Company is in compliance for the 2022-2023 school year for completion of the 2021-2022 audit, RESOLVED by the Board of Education of the Sterling High School District that the firm of Bowman & Company, LLP be appointed as [Auditor for 2022-2023](#) at a fee not to exceed \$71,000 for the audit of the financial statements, federal awards and State Single Audit, preparation of CAFR, the Auditor's Management Report on Administrative Findings and all other filing required by the Div. of Finance, Dept. of Education, State of New Jersey for the fiscal year ending June 30, 2022. The fee to prepare and file the Continuing Disclosure Report is \$3,000.

e. Appointment of Site Engineer

RESOLVED by the Board of Education of Sterling High School District that Remington and Vernick Engineers be appointed as Site [Engineer for the 2022-2023](#) school year at the following hourly rates:

ENGINEERING	Rate Per Hour	CONSTRUCTION MANAGEMENT & OBSERVATION	Rate Per Hour
Regional Engineer/Manager Engineering Department Head	\$190	CM & Observation Dept. Head	\$170
Certified Flood Plan Manager	\$170	Project Manager	\$160
Project Manager, LSRP	\$185	Construction Manager	\$145
Project Manager/Engineer	\$185	Observer Supervisor	\$160
Project Engineer	\$180	Resident Observer NICET IV	\$155
Engineer	\$160	Observer NICET II/III	\$150
Senior Engineering Tech	\$145	Observer	\$145
Engineering Tech	\$115	Contract Administrator	\$130
Technical Aid	\$80	NACE Certified Coating Inspector	\$160
		SURVEY, CAD & GIS	
PLANNING		Surveyor (field)	\$125
Planning Manager	\$185	Party Chief	\$120
Project Planner	\$180	Transit/Rod Person	\$115
Senior Landscape Architect	\$170	Robotic Crew	\$152
Landscape Architect	\$145	Survey CAD Dept. Head	\$170
		Survey Manager	\$170
Principal	\$195	CAD/GIS Manager	\$165
Administrative Manager	\$120	Senior CAD/GIS Tech	\$140
		CAD/GIS Tech	\$125

f. Appointment of School Physician

RESOLVED by the Board of Education of the Sterling High School that Advocare Gigliotti Family Medicine be appointed as the [School Physician for the 2022-2023](#) school year at a fee of \$16,200, which includes conducting physicals, consultations with administration and school nurse, and attendance at all home football games. Drug and alcohol screening, including medical evaluation will be billed at a rate of \$125 per service.

g. Appointment of Solicitor/Labor Negotiator

RESOLVED by the Board of Education of the Sterling High School District that Parker McCay P.A., be appointed as [Solicitor/Labor Negotiator for the 2022-2023](#) school year at an hourly rate of \$185 (Attorney), \$185 (Associate), and \$95 (Paralegal).

h. Other Appointments

Accountability Officer for Federal Grants	7/1 - 6/30	Robynn Considine
Affirmative Action Officer	7/1 - 6/30	Debra Sukinik
Anti-Bullying Coordinator	7/1 - 6/30	Rachel Ravior
Board Secretary	7/1 - 6/30	James McCullough
Custodian of Public Records	7/1 - 6/30	James McCullough
Homeless Liaison	7/1 - 6/30	Sean Redman
Indoor Air Quality Administrator	7/1 - 6/30	Gary Smith
Officer for the Handicapped	7/1 - 6/30	Debra Sukinik
Public Agency Compliance Officer (PACO)	7/1 - 6/30	Matt Sheehan
Safety Coordinator	7/1 - 6/30	Gary Smith
School Safety Specialist	7/1 - 6/30	Sean Redman
SEMI Coordinator	7/1 - 6/30	Debra Sukinik
Title IX Coordinator	7/1 - 6/30	Robynn Considine
Wellness Committee Coordinator	7/1 - 6/30	Matt Sheehan
WHC Program Coordinator	7/1 - 6/30	Gary Smith

i. Insurance Funds

Approve James McCullough as delegate to the School Alliance Insurance Fund and Gary Smith as the alternate delegate. Approve Indemnity and Trust Renewal Agreement and Resolution for Renewal of Membership. Approve resolution appointing Hardenbergh Insurance Group as Risk Management Consultant.

j. Appointment of Designated Person - AHERA Services

RESOLVED by the Board of Education of Sterling High School District that Epic Environmental Services of Newfield, NJ, be appointed our AHERA Designated Person for the 2022-2023 school year.

k. Designation of Official Newspaper

RESOLVED by the Board of Education of Sterling High School District that the official newspaper for accepting legal advertisements be designated as the Courier Post for the 2022-2023 school year.

l. Designation of Depositories

RESOLVED by the Board of Education of Sterling High School District that the official depositories for the Board of Education shall be 1st Colonial Community Bank for the Agency Reserve Account, Cafeteria Account, Capital Reserve Account, Disbursement Account, Flexible Spending Account, James Camburn Memorial Scholarship Account, Jennifer Persia Memorial Scholarship Account, Joseph Cogan Scholarship Account, Operating Cash Account, Payroll Account, Student Activities Account and Unemployment Account. The Board of Education of Sterling High School implements a mandatory direct deposit program for payroll in accordance with N.J.S.A. 52:14-15h and designates 1st Colonial Community Bank to implement the direct deposit program.

m. Designation of Signatures

RESOLVED by the Board of Education of Sterling High School District that the signatures shall be the President, Secretary and Superintendent on the Cafeteria Account, Disbursement Account, and the Student Activity Account. Checks drawn on the Payroll Account shall be signed by the Superintendent. Checks drawn on the Agency Reserve Account, Flexible Spending Account, James Camburn Memorial Scholarship Account, Jennifer Persia Memorial Scholarship Account, Joseph Cogan Scholarship Account, Operating Cash Account, and the Unemployment Account shall be signed by the Board Secretary.

n. Camden County Educational Services Commission

RESOLVED, that the Sterling Board of Education approve the general services contract with Camden County Educational Services Commission for the period July 1, 2022 through June 30, 2023. Services, if selected by the Board, will be provided by the Commission in accordance with the price list included with the contract. Student transportation services provided by the Commission will include a 6% administration fee along with the district's portion of the cost of the shared route.

o. Cooperative Pricing System

RESOLVED, that the Sterling Board of Education approve to continue participating in the Educational Services Commission of New Jersey's cooperative pricing system and to continue participating in the Alliance for Competitive Telecommunications (ACT) with the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO). The ESCNJ shall be the lead agency for this program.

RESOLVED, that the Sterling Board of Education approve to continue participating in the Hunterdon County Educational Services Commission's cooperative pricing system.

RESOLVED, that the Sterling Board of Education approve to continue participating in the Alliance for Competitive Energy's – ACES and ACESplus cooperative pricing system.

RESOLVED, that the Sterling Board of Education approve to continue participating in the Master Intergovernmental Cooperative Purchasing Agreement administered by OMNIA Partners and its affiliates and subsidiaries.

p. Continuation of Board Policies

RESOLVED by the Board of Education of Sterling High School District that the Board will continue to operate under the present policies/regulations/organizational chart until or unless further revised by the Board of Education.

q. 2022-2023 Private Non-Resident Tuition Rates

Ratify and affirm the approval of the 2022-2023 private non-resident tuition rates:

Regular Ed. Student	\$16,790
BD Student	\$62,648
LLD Student	\$19,781
MD Student	\$27,050
Resource Center Student	+\$1,000

r. Superintendent Authorized to Close School

RESOLVED that the Superintendent shall be responsible for emergency school closings.

s. Adoption of Guidance Services

RESOLVED by the Board of Education of Sterling High School that Guidance/Career Services are provided as part of the Sterling High School instructional program as per N.J.A.C. 6:8-47(a)3.

t. Written Hazard Communication Program

Approve the [Written Hazard Communication Program](#).

u. Approve [Pre-Payment Authorization Resolution #0001](#)

RESOLVED, by the Board of Education of Sterling High School that the Pre-Payment Authorization Resolution be approved authorizing the Business Office to pay selected invoices prior to board meetings.

v. Approve the [State Contract Vendors Resolution #0002](#)

RESOLVED by the Board of Education of Sterling High School that the State Contract Vendors Resolution be approved authorizing the Business Administrator to issue purchase orders to approved Vendors as outlined by New Jersey School Purchasing Regulations.

w. Tax Shelter Annuity Company/Brokers

Approve OMNI as the tax shelter annuity company/brokers for the 2022-2023 school year.

x. Approval of 2022-2023 Tuition Contracts

Ratify and affirm the approval of the following 2022-2023 Tuition Contracts:

Hi-Nella	26	\$438,539*
Laurel Springs	86	\$1,413,480**

*Does NOT include tuition adjustment from 2020-2021 of \$23,947

**Does NOT include tuition adjustment from 2020-2021 of \$65,290

y. Approval of Parliamentary Procedure

Approve Roberts Rules of Order to govern the order of business.

z. Approval of Web Site

Approve www.sterling.k12.nj.us as the official web site for Sterling High School.

aa. Private School Resolution

Approve the following resolution for all private schools:

“Be it resolved that the Sterling High School Board of Education does not require any private school to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the New Jersey Department of Agriculture’s Child Nutrition Program regulations.”

bb. Approve the [Administrative Evaluation Document](#).

cc. Approve the [Teacher Evaluation Document](#).

dd. Approve the Support Staff Evaluation Documents for [Aides](#) and [Secretaries](#).

ee. Approve the observation tools/templates for [Counselors/YST Certificated Staff](#) & [Certificated School Nurse and Athletic Trainer](#).

ff. Approve the attached [Employee Benefits/Payroll Deductions](#).

9. Approval of Minutes:

a. [Regular Meeting, April 7, 2022](#)

10. Superintendent’s Report

a. Information Items

b. Action Items

11. Superintendent’s Report Addendum (if necessary)

12. Board Secretary’s Report

a. Information Items

b. [Action Items](#)

13. Board Secretary’s Report Addendum (if necessary)

14. Committee Reports

15. Visitors’ Comments (Open End – Five-Minute Limit)

16. Old Business

17. New Business

18. Executive Session (If Necessary)
19. Disclosure of Executive Session (If Appropriate)
20. Adjourn