

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

FEBRUARY 25, 2019

5:30 p.m. (Administration Building Room 41 - Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting room - Public Session)

1. **CALL TO ORDER**

Time: _____ p.m.

2. **FLAG SALUTE**

3. **OPENING STATEMENT**

In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, This public body, the Hopatcong Board of education hereby announces that The New Jersey Herald and the Daily Record have been notified by email that this Board of Education Regular meeting will take place 7:00 p.m., February 25, 2019.

4. **ROLL CALL**

___ Scott Francis

Board Atty: _____

___ Warren Gallagher

___ Erin Jacobus

___ Alex McLean

___ Michele Perrotti

___ Sarah Schindelar

___ Candice Smith

___ Carol Trumpore

___ Anthony Fasano

5. **EXECUTIVE SESSION**

A motion will be made that the Hopatcong Board of Education will enter Executive Session to discuss personnel and attorney/client privilege matters, which are exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, Open Public Meetings Act. Any discussions held by the Board which need not remain confidential will be made public when appropriate. Minutes of the Executive Session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at 7:00 p.m.

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____.

All in favor _____ Time: _____ p.m.

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7. APPROVAL OF MINUTES

Approval of the minutes of the following meetings, as reported by the Board Secretary reviewed by the Board President and members of the Board:

- a. January 28, 2018 - Executive Session
- b. January 28, 2018 - Regular meeting

Motion to approve **7a - 7b**:

(ACTION) Motion by _____, seconded by _____

| | | | | |
|------------|-----------|----------|--------|----------|
| Francis | Gallagher | Jacobus | McLean | Perrotti |
| Schindelar | Smith | Trumpore | Fasano | |

8. ACKNOWLEDGMENTS/CORRESPONDENCE

- a. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in February 2019:

| | |
|------------------------------|--------------------------------|
| Steven Aref, Senior | Scholastics (Technology) |
| Mekhel Hodge, Senior | Scholastics (Wood Sculpture) |
| Noah Fouda, Senior | Specialty Area (Culinary Arts) |
| Paige Switzer, Senior | Specialty Area (Culinary Arts) |

- b. The following students were chosen as **Hopatcong High School Scholar Athletes of the Month** for their outstanding performance in February 2019:

| | |
|--------------------------------|------------------------|
| Blake Corbett, Senior | Athletics (Ice Hockey) |
| Ralph Cutler, Sophomore | Athletics (Bowling) |

- c. **Hopatcong High School and Middle School High Honor and Honor Roll Students for the second marking period.**

Motion to approve Acknowledgments **8a - 8c**:

(ACTION) Motion by _____, seconded by _____

All in favor _____

9. SUPERINTENDENT'S REPORT AND HIB REPORT

- a. Superintendent's Report - **Art DiBenedetto, Superintendent of Schools**
- b. Presentation: **Lerch, Vinci & Higgins, LLP – Mr. Ralph Picone** – Synopsis of Audit for year ended June 30, 2018.

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- c. A second reading and approval of the Superintendent's HIB Report for January, 2019 as presented to the Board at the January meeting on January 28, 2019. Approval of the HIB report for February, 2019 for first reading and review.

Motion to approve **9a - 9c**:

(ACTION) Motion by _____, seconded by _____

| | | | | |
|------------|-----------|----------|--------|----------|
| Francis | Gallagher | Jacobus | McLean | Perrotti |
| Schindelar | Smith | Trumpore | Fasano | |

10. COMMITTEE REPORTS

- a. Student Achievement: Community Relations, Curriculum, Personnel, Special Education: **Chair - Candice Smith, Vice Chair - Carol Trumpore**
- b. Operations: Finance, Facilities, Security and Transportation: **Chair - Alex McLean, Vice Chair - Scott Francis**
- c. Negotiations: **Chair - Sarah Schindelar**
- d. Parent/Teacher Organization Representatives

Motion to accept Committee Reports **10a - 10d**:

(ACTION) Motion by _____, seconded by _____

| | | | | |
|------------|-----------|----------|--------|----------|
| Francis | Gallagher | Jacobus | McLean | Perrotti |
| Schindelar | Smith | Trumpore | Fasano | |

11. PUBLIC COMMENT

12. FINANCE

Approval of the following finance items, **12a - 12j**, as recommended by the Superintendent of Schools and the Operations Committee of the Board:

- a. Approval of bills for the General Fund and Special Revenue (Grants) account, January 28, 2019 through February 25, 2019 in the following amounts:

| | |
|--|----------------|
| General Fund and Special Revenue (Grants) account- | \$2,607,397.30 |
| Cafeteria account | - \$ 51,137.63 |

- b. Approval of the Transfer Report for the month of December 2018.
- c. Approval of the Board Secretary's Report for the month of December 2018.
- d. Approval of the Treasurer's Report for the month of December 2018.

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- e. Approval of the acceptance of the donation of the steel "H" logo sculpture from artist Mr. Lawrence Unick which was presented to the Arrow TV news set on November 15, 2018. The piece is valued at \$500 in metal and labor.
- f. Approval of the award of Field House Roof replacement job to Mak Group LLC, the lowest of two bidders:
 - 1) Mak Group LLC - \$29,100
 - 2) NJSB Construction - \$29,225
- g. Approval of the replacement of the Field House Roof in the amount of \$29,100 to be transferred from Maintenance Reserve.
- h. Approval of the clean up of mold at Hudson Maxim School by Servpro in the amount of \$20,649.12 to be transferred from Maintenance Reserve.
- i. Acceptance of the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2018 and the Auditors' Management Report as recommended by the Superintendent and as reviewed by the Finance Committee.
- j. Approval of the following **Corrective Action Plan** in response to the Fiscal Audit findings for the period July 1, 2017 to June 30, 2018 as recommended by the Superintendent and as reviewed by the Finance Committee:

PLEASE SEE FOLLOWING PAGES

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Motion to approve Finance **12a - 12j**:

(ACTION) Motion by _____, seconded by _____

| | | | | |
|--------------|-------------|------------|----------|------------|
| _ Francis | _ Gallagher | _ Jacobus | _ McLean | _ Perrotti |
| _ Schindelar | _ Smith | _ Trumpore | _ Fasano | |

13. PERSONNEL

Approval of the following personnel items, **13a - 13j**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

- a. Approval of the employment of **Dawn Engle** as a paraprofessional in the Hopatcong School District, as a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, effective February 5, 2019. *11-120-100-106-01*
- b. Approval of the employment of **Jad Heuer** as a Maternity Leave Replacement paraprofessional in the Hopatcong School District, at a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, effective February 4 to June 30, 2019. *11-130-100-101-02*
- c. Approval of the request of **Candace Baldwin** to extend her Maternity Leave of Absence from her position as a Paraprofessional to include the period from March 16, 2019 to June 30, 2019. *11-216-100-106-01-*
- d. Approval of the change in assignment for **Nancy Marinaro** from In School Suspension Monitor to Study Center/Academic Enhancement position at the Hopatcong Middle School at a pro-rated annual salary of \$21,522, effective March 1, 2019.
- e. Approval of the termination of employment of Employee #81479, effective February 6, 2019.
- f. Approval of the following 2018-2019 Spring Athletic Coaches for the Hopatcong High School:

| Name | Nature of Action | Position | Class | Level | Salary | Date Effective | Date Terminated |
|-------------|------------------|------------------------|-------|-------|---------|----------------|-----------------|
| Mike Juskus | Appoint | Head Boys Track Coach | A | 4 | \$7,712 | 9/1/18 | 6/30/19 |
| Pete Oesen | Appoint | Head Girls Track Coach | A | 4 | \$7,712 | 9/1/18 | 6/30/19 |

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| | | | | | | | |
|------------------|---------|----------------------|---|---|---------|--------|---------|
| Patrick Neill | Appoint | Asst. Track Coach | A | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Wilson Cusano | Appoint | Asst. Track Coach | A | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Jamie Douglas | Appoint | Asst. Track Coach | A | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Jason Mulvihill | Appoint | Head Baseball Coach | A | 4 | \$7,712 | 9/1/18 | 6/30/19 |
| Dominic Spuckes | Appoint | Asst. Baseball Coach | A | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Mike Farrell | Appoint | Asst. Baseball Coach | A | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Paul Miller | Appoint | Head Softball Coach | A | 4 | \$7,712 | 9/1/18 | 6/30/19 |
| Craig Vallaro | Appoint | Asst. Softball Coach | A | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Julianne Brennan | Appoint | Asst. Softball Coach | A | 2 | \$3,666 | 9/1/18 | 6/30/19 |

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| | | | | | | | |
|------------------|---------|-------------------------|---|---|---------|--------|---------|
| Toby Richards | Appoint | Head Golf Coach | B | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Traci Duffy | Appoint | Head Boys Tennis Coach | B | 4 | \$5,034 | 9/1/18 | 6/30/19 |
| Heather DelBagno | Appoint | Asst. Boys Tennis Coach | B | 4 | \$3,287 | 9/1/18 | 6/30/19 |

11-402-100-100-01

- g. Approval of the following as Athletic Event Staff Members for 2018-2019 athletic events, to be paid at the Board Approved rate of pay per position: Tabitha Kestenholz
- h. Approval of the employment of the following as staff coverage for before-care located at the Hopatcong Middle School for Kindergarten and Grade 1 students, effective February 19, 2019 until such time that before-care coverage no longer needs to be provided by the district: Naomi Kuren - \$11.25 per hour; Kimberly Zeier - \$14.75 per hour; Jennifer Fox - \$11.00 per hour.
- i. Approval for the following education students to conduct a field experience in the Hopatcong School District during the 2018-2019 school year:

| Student Name | Semester | University | Experience | School | Cooperating Staff Member |
|-----------------|---------------------------|--------------------------|-------------|---------------|--------------------------|
| Yvonne Mortello | Winter, Spring, Fall 2019 | Ramapo College | Internship | District Wide | Mrs. Hensz |
| Paula Joana | Spring 2019 | County College of Morris | Observation | High School | Various Staff |

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j. Approval of **substitute teachers, paraprofessionals, custodians and van drivers.**

Motion to approve Personnel **13a - 13j** :

(ACTION) Motion by _____, seconded by _____

| | | | | |
|-----------------|----------------|---------------|-------------|---------------|
| ____ Francis | ____ Gallagher | ____ Jacobus | ____ McLean | ____ Perrotti |
| ____ Schindelar | ____ Smith | ____ Trumpore | ____ Fasano | |

14. STUDENTS & SERVICES

Approval of the following items, **14a - 14f**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

- a. Approval for home instruction services for Student No. 12057 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour starting January 25, 2019 through March, 29, 2019.
- b. Approval for home instruction services to be extended to approximately March 29, 2019 for Student No. 10985 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour.
- c. Approval for a change of placement for an out of district student who has been placed at Stepping Stone School, Bloomsbury, NJ, Student No. 11933. The effective date is January 30, 2019 at a prorated tuition cost of \$250.70 per diem.
- d. Approval for a change of placement for an out of district student who has been placed at Shepard School, Kinnelon, NJ, Student No. 12031. The effective date is February 7, 2019 at a prorated tuition cost of \$305.80 per diem.
- e. Approval for home instruction services for Student No. 11502 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour. Instruction would start January 30, 2019.
- f. Approval of field trip requests, as required by the New Jersey Department of Education.

Motion to approve Students & Services **14a - 14f**:

(ACTION) Motion by _____, seconded by _____

| | | | | |
|-----------------|----------------|---------------|-------------|---------------|
| ____ Francis | ____ Gallagher | ____ Jacobus | ____ McLean | ____ Perrotti |
| ____ Schindelar | ____ Smith | ____ Trumpore | ____ Fasano | |

15. CURRICULUM

Approval of the following items, **NONE**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

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16. TRAVEL

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1.seq.

Motion to approve Travel in the amount of: \$ 1,472.37

(ACTION) Motion by _____, seconded by _____

| | | | | |
|-----------------|----------------|---------------|-------------|---------------|
| ____ Francis | ____ Gallagher | ____ Jacobus | ____ McLean | ____ Perrotti |
| ____ Schindelar | ____ Smith | ____ Trumpore | ____ Fasano | |

17. POLICIES AND REGULATIONS

- a. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for FIRST READING:

| <u>POLICY</u> | <u>TITLE</u> |
|---------------|---|
| P 2422 | <i>Health and Physical Education (New/Revised)</i> |
| P 2425 | Abolished in March/Replaced with P 2422 |
| P 2431.13 | <i>Practice and Pre-Season Heat-Acclimation for School Sponsored Athletics and Extra-Curricular Activities (Recommended, New)</i> |
| P 4219 | <i>Commercial Driver's License Controlled Substance and Alcohol Testing (M) (Revised)</i> |
| P 5111 | <i>Eligibility of Resident/Nonresident Students (M) (Revised)</i> |
| P 5330.04 | <i>Administering an Opioid Antidote (M) (Revised)</i> |
| P 5337 | <i>Service Animals (Recommended, New)</i> |
| P 5756 | <i>Transgender Students (M) (Revised)</i> |
| P 7440 | <i>School District Security (M) (Revised)</i> |

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REGULATION

TITLE

R 5330.04

Administering an Opioid Antidote (M) (New)

R 7440

School District Security (M) (Revised)

- b.** Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for SECOND READING:

POLICY

TITLE

NONE

Motion to approve Policies and Regulations **17a - 17b** :
(ACTION) Motion by _____, seconded by _____

| | | | | |
|-----------------|----------------|---------------|-------------|---------------|
| ____ Francis | ____ Gallagher | ____ Jacobus | ____ McLean | ____ Perrotti |
| ____ Schindelar | ____ Smith | ____ Trumpore | ____ Fasano | |

18. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **18a - 18f10**, at the recommendation of the Superintendent and the Operations Committee of the Board:

- a.** The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for January 29, 2019 through February 25, 2019, in the amount of \$3,148,614.14 for Bus Contractors and \$32,952.51 for Regular bills.
- b.** The Superintendent and the Director of Transportation recommend the **approval of one (1) new member** school district, Hampton Board of Education, Hunterdon County.
- c.** The Superintendent and the Director of Transportation recommend the **approval to renew the membership** of the Hunterdon County Education Services Commission for the 2018-19 school year.
- d.** The Superintendent and the Director of Transportation recommend the **correction to change the daily hours** for Kelly Dennis, Bus Driver, from 7.5 hours per day to 7.0 hours per day effective February 1, 2019 through June 30, 2019:
- e.** The Superintendent and the Director of Transportation recommend the approval to write off old/outstanding checks as attached.

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- f. 1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations** for **Special Education Routes** for the **2018-19 School Year** as listed on Exhibit A.
2. The Superintendent and the Director of Transportation recommend the **award** of student transportation **quotations** for **Special Education Routes** for the **2018-19 School Year** as listed on Exhibit A.
3. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation contracts for **quoted Athletic/Class/Field Trips** to the lowest, responsible and responsive bus contractor companies for the **2018-19 School Year** as listed on Exhibit A.
4. The Superintendent and the Director of Transportation recommend the **award** of student transportation contracts for **quoted Athletic/Class/Field Trips** to the lowest, responsible and responsive bus contractor companies for the **2018-19 School Year** as listed on Exhibit A.
5. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract addendums for the 2018-19 School Year Routes** as listed on Exhibit A.
6. The Superintendent and the Director of Transportation recommend the **approval** of **2017-2018 routes be renewed for the 2018-19 School Year** at or below the state issued CPI increase of 1.51% as listed on Exhibit A.
7. The Superintendent and the Director of Transportation recommend the **approval** of a **revision** to a previously approved quoted route as listed on Exhibit A. (All quotes were responsive and compliant in accordance with the specifications.)
8. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **Bids submitted on January 16, 2019** for the 2018-19 School Year as listed on Exhibit A.
9. The Superintendent and the Director of Transportation recommend the **award** of student transportation contracts to the lowest, responsible and responsive bus contractor company **Bidders for the January 16, 2019 bid for Routes** for the 2018-19 School Year as listed on Exhibit A.
10. The Superintendent and the Director of Transportation recommend the **rejection of student transportation bids** for non-compliance issues or route terminations **submitted for the January 16, 2019 bid** for Routes for the 2018-19 School Year as listed on Exhibit A.

Motion to approve Co-op items **18a - 18f10**

(ACTION) Motion by _____, seconded by _____

| | | | | |
|-----------------|----------------|---------------|-------------|---------------|
| ____ Francis | ____ Gallagher | ____ Jacobus | ____ McLean | ____ Perrotti |
| ____ Schindelar | ____ Smith | ____ Trumpore | ____ Fasano | |

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19. BOARD OF EDUCATION - MEMBER COMMENTS

20. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____

ADDENDUM

February 25, 2019
Regular Board Meeting

- a. It is recommended by the superintendent that the Hopatcong Board of Education approve the following resolution:

Approval of the employment of **Amanda Maliszewski** as a Special Education Teacher for Students with Behavioral Disabilities in the Hopatcong School District at a pro-rated annual salary of \$70,915 based upon the Salary Guide Level BA+30/Step 13, effective April 29, 2019 or sooner if possible.

- b. It is recommended by the superintendent that the Hopatcong Board of Education approve the following course offerings:

Bioengineering / Biotechnology

Climatology and Human Adaptive Behavior, 2.5 credits 10-12

Students will study events in the Earth's climate history and research / discuss some of the theories regarding historical climate change. Major topics will include weather patterns and forecasting, the impact of climate, energy and sustainability on agriculture, humans and other animal species. This STEAM integrated course will include using skills in qualitative and quantitative research, problem solving, and analytical cause and effect. The class will emphasize designing solutions to the real life problems related to the research. Prerequisite - High School Biology

Bio-sustainability and Design, 5 credits 10-12

Students will explore sustainability in green energy, botany and agriculture, and bioethics as applied to real life social and scientific issues. Major topics will include recyclability, waste management, food production, environmental restoration and alternative energy production. This STEAM integrated course will focus on project-based learning. It will include laboratory exercises and real world problem solving techniques enabling students to design systems for creating healthier, cleaner and safer living environments. Prerequisite - High School Biology

Engineering / Design

Design Process, 2.5 credits 9-12

This STEAM integrated course will explore the methodical series of steps that engineers use to create products and processes: research, conceptualization, problem solving, feasibility assessment, preliminary design and refinement, production planning, production, analysis and redesign. Using 21st Century Learning Skills, students will collaboratively create products / solutions for a real life targeted need based on the study and analysis of current business models, companies and products. Prerequisite - none

Robotics, 2.5 credits 9-12

This STEAM integrated course is designed to challenge students in robotics and mechanical engineering. Students will use problem solving skills to analyze electronic data from sensors and to program sequences to manipulate a robot in its environment. Students will collaboratively complete design challenges involving guided research and design documentation. Students will be encouraged to participate in extracurricular opportunities such as robotics competitions.

Prerequisite - Design Process

Visual Performing Arts

United States History Through the Arts, 5 credits (social studies / art) 11-12

This interdisciplinary humanities course explores the American experience through the lens of the arts. The arts serve as a vehicle for engaging students in the process of historical inquiry and the development of historical thinking. Artistic works and products, including theater, music, photography, architecture, fashion, film and other popular media, will be examined in the context of historical events and authentic time periods. *Prerequisite - US History I*

History of Popular Music from the Blues to Modern Day, 5 credits (social studies / art) 11-12

This interdisciplinary humanities course explores American popular music from the early African American experience through the Jazz Age, the 50's, and the Civil Rights Movement to modern day music. The arts serve as a vehicle for engaging students in the process of historical inquiry and development of historical thinking. Music and other popular media will be examined in the context of the historical events and time periods to be studied. *Prerequisite - US History I*

AP Art History, 5 credits 9-12

This course is equivalent to a two-semester college survey course exploring the nature of art, art production, and aesthetic responses to art. By investigating specific works of art characterized by diverse artistic traditions from prehistory to the present, students will develop an in-depth, holistic understanding of the history of art from a global perspective. Students will become active participants in the global art world, engaging with its forms and content. They will experience, research, discuss, read, and write about art, artists, art production, critical responses to and interpretations of art. *Prerequisite - AP Criteria and mandatory summer assignment*

UPDATES

Digital Arts, 2.5 credits 10-12

Students will utilize software programs included in Adobe Creative Suite to engage in project-based learning. Projects may include business collateral, advertising design and image manipulation. All projects will focus on the principles of design and the process of critique. *Prerequisite - Art I or Sculpture*

Survey of Calculus (CP), 5 credits 11-12

Calculus is the mathematical study of continuous change. This course is an introduction to calculus with emphasis upon solution, techniques, and applications rather than abstract theory. It includes elements of analytic geometry, important pre-calculus topics, differential calculus for elementary functions; optimization, curve sketching, and other applications of derivatives to physical and social sciences; introduction to integral calculus; and use of graphing calculators. *Prerequisite: Pre-calculus*

AP Calculus AB, 5 credits 11-12

This course is roughly equivalent to a first semester college calculus course devoted to topics in differential and integral calculus. The course covers topics in these areas, including concepts and skills of limits, derivatives, integrals, and the Fundamental Theorem of Calculus. The course teaches students to approach calculus concepts and problems when they are represented graphically, numerically, analytically, and verbally, and to make connections amongst these representations. Students learn how to use analytic methods and technology to help solve problems, experiment, interpret results, and support conclusions. *Prerequisite: Pre-calculus*