

**Warren Hills Regional
Board of Education
Regular Meeting
January 28, 2014**

The Warren Hills Regional Board of Education met in Regular Meeting on January 28, 2014 at 7:00 p.m. in the Board Meeting Room.

Call to
Order

The meeting was called to order by Donna Golda, President.

President's Announcement: Adequate notice of this meeting in accordance with the Open Public Meeting Act has been given by posting one copy of a Notice of Meeting in the Warren Hills Regional Board of Education Office, by mailing copies to "The Express-Times", "The Warren-Reporter," "The Star Ledger," and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield and Washington.

Pledge of Allegiance

Our Mission Statement

The Warren Hills Regional School District challenges and empowers a dynamic, diverse student body in a supportive learning environment providing academic and co-curricular opportunities to become successful, productive members of the global community.

Administration of oath of office to Kristin Fox

Roll Call

Roll call was taken by Maureen Joyce. Members present were John Bell, Daniel Brundage, Linda Feller, Kristin Fox, Donna Golda, Kathleen Halpin, Richard Havrisko and Lisa Marshall. Also present were Thomas Altonjy and Maureen Joyce.

The Code of Ethics was distributed to each Board Member and they were asked to sign the Acknowledgement of Receipt.

Minutes

Moved by John Bell and seconded by Daniel Brundage to approve the Minutes of the Regular and Reorganization meeting of January 7, 2014.

Ayes 7 Nays 0
Abstain 1 (Fox)

Comm.

Communications: Thank you note from Terry Iacobucci to Board Members.

Citizens
Part

Citizens Participation: None.

Supt's
Report

Superintendent's Report:

Dr. Altonjy reported on the following:

1. On 9 January, Mrs. Moore and the Curriculum Supervisors provided *Substitute Teacher Training* to sixteen (16) new substitutes. The feedback from the training was very positive and attendees expressed their appreciation and commitment from our district to provide such extensive training to ensure they are prepared for the classroom and for each building's safety and security drills. This is the second time this school year this training has occurred and another session will be held in the future.

2. At the 14 & 15 January Superintendent's Forums, Mrs. Moore and the Curriculum Supervisors were our featured guests. Mrs. Moore provided materials on the Common Core State Standards and the upcoming 2014-2015 PARCC assessments. The Curriculum Supervisors highlighted major achievements and activities from their specific departments. Thank you to all involved and to the parents who attended.

3. On 15 January, the Fine Arts Department featured their *Fine Arts Showcase*. Sixth grade students from several sending districts were treated to performances from the choirs, the band, and dramatic vignettes, along with students describing how to get involved in the Fine Arts programs in the high school. Thank you to Mrs. Brown, the Fine Arts teachers, and student performers for the success of this event.

4. One of Mrs. McKinney's Journalism students, Cecilia McGuinness, Co-Editor-in-Chief of *The Streak*, won third place in a writing contest at the Garden State Scholastic Press Association's Annual Press Day held at Rutgers University. She competed against dozens of other journalism students from across the state, including private and charter schools. Cecilia's achievement was a result of the challenging "On the Spot" writing contest requiring her to write an accurate, thorough, and readable news story based on the keynote presentation at the conference in a timed session.

5. Congratulations to the Middle School Students of the Month for November / December:

Grade 7:

Visual Arts: Diana Perrine & Logan Lalite

Performing Arts: Kirsten Dorman & Alexander Fazzari

Academics: Skylar Allen & Paola Benavedes

Athletics: Alexandra Shulman & Xander Reyes

Grade 8:

Visual Arts: Alexandra Angelo & Jake Edmonds

Performing Arts: Susan Ten Eyck & Eric Lawson

Academics: Shannon Sloan & Spencer Leahey

Athletics: Jenna Smith & Justin Bundschuh.

6. Congratulations to our middle school “Staffulty Spotlight”
Recipients for January:

Mrs. Barbara Russo – Music Teacher

Ms. Franna Patrucker – French Teacher.

We welcome you to stop by the Middle School to learn more about these two educators!

7. Congratulations to Matthew Bayne and Alyssa Appleby, two of our 8th grade civics students and their teachers, Mr. Perruso and Mr. Heine, for earning recognition in the annual Patriot’s Pen Essay contest. The VFW will recognize these students for their efforts at a special awards ceremony. We are proud of our students’ consistent efforts and recognition in this yearly event!

8. Congratulations to middle school social studies teacher, Mr. Perruso, who presented at the 25th Annual Best Practices Conference of the Lehigh Valley National Writing Project this past Saturday. His presentation this year was: “Writing Across the Curriculum: Peering Into the Minds of Social Studies Students.”

9. Some athletic news...wrestler Maxwell Nauta won the 138 pound weight class at the Hunterdon Warren Sussex Tournament while Andrew Pacheco placed second at 285 pounds. Swimmer Liam Breslin qualified for the Meet of Champions in the 50 meter Freestyle. The Medley Relay team of Liam Breslin, Michael Breslin, Hunter Page, Mike Allen, and Mike Teddick also qualified for the Meet of Champions which will be held 1 March at the Gloucester Institute of Technology. The relay is the first to qualify for the Meet of Champions since 2000! Finally, the Blue Streaks Cheer Squads did terrific at the Garden State Open on 12 January. The Black Varsity Squad placed first in their division and the Blue Varsity Squad placed second in their division. This was a very important victory for the cheer squads as they prepare for Nationals in February.

10. The high school guidance counselors held sessions to introduce and register the freshmen class to *Naviance*. Students completed the “Game Plan” feature, as well as the *Do What You Are* personality type assessment. Counselors worked in collaboration with the Grade 9 English teachers and students completed a worksheet on the results of this assessment (which counted as a graded homework assignment).

11. Ms. Russo attended a training with Mr. DeBoer for districts participating in the PARCC field testing this spring. The full day workshop focused equally on technology preparation and administrative logistical planning for the implementation for the testing. The purpose of the testing is to measure and assure reliability and validity of test questions in future implementation. There will not be any student score reports or school score reports provided from this testing. However, it will provide the district, in both buildings, an opportunity to practice and conduct a “test run” given this new format heavily depending on technology and prior planning for successful implementation. We are one of the nearly 75% of New Jersey school districts participating in the field test. At Warren Hills Regional, random samples of students at the middle school will be tested in English/Language Arts (Grade 7) and Mathematics (Grade 8), while high school students will be tested in Geometry and Algebra II.

12. Congratulations to Alyssa Chomut for placing 3rd in the Graphic Arts Category at the Wallkill Valley Art Show on Friday, 10 January. Alyssa Chomut, Justyna Chomut, and Julia Klimko all received scholarships to Marywood University in Scranton, Pennsylvania based on their submitted artwork. Students who had submitted artwork for the show were:

- Brianna Genthe
- Corrine Antonelli
- Hillory Summitt
- Tim Drevitch
- Rachel Geiler.

13. Senior Lucy Finnegan received the VFW Voice of Democracy Award presented at the Belvidere VFW on 22 January. Lucy received the award for achieving second place at the local and district level.

14. The following is an update regarding the number of incidences of Harassment, Intimidation, and Bullying this school year. Each month I will provide a comparison from the previous month and a cumulative summary for the year in progress. The following is the information for December:

Cases	November 2013			December 2013		Total District Cases 2013-2014
	MS	HS		MS	HS	
Total Cases Investigated	3	5		1	3	20
Cases resulting in: NO HIB	2	3		0	0	11 (55%)
Cases resulting in: HIB	1	2		1	3	9 (45%)

Comm.
Reports

Committee Reports:

Mrs. Feller reported that Ed and Policy met on the sick leave policy and other issues.

Mrs. Halpin reported on the Ed Council meeting regarding reinstating clubs; the sick leave policy; student cell phone use; recommendation for new clubs.

Mr. Havrisko reported that facilities meeting to be rescheduled for Monday, February 24, 2014 at 5:00 p.m.

Finance is scheduled for February 19th at 5:00 p.m.

Mrs. Marshall reported on a workshop she attended “Bargaining at the Table” sponsored by New Jersey School Boards.

Dr. Altonjy recommended all personnel items.

I. PERSONNEL

Resign
S. Lechner Moved by Kathleen Halpin and seconded by Lisa Marshall to accept the resignation of Mrs. Susan Lechner, Secretary for Special Services Services [MS], effective January 24, 2014.

ROLL CALL VOTE: Ayes 7 Nays 0
 Abstain 1 (Fox)

Leave of
Absence Moved by Kathleen Halpin and seconded by Lisa Marshall to approve a maternity/sick leave of absence for Mrs. Elizabeth Nicolosi, high school Chemistry teacher, effective May 26, 2014 through June 19, 2014. Elizabeth plans to return for the 2014-2015 school year.

ROLL CALL VOTE: Ayes 7 Nays 0
 Abstain 1 (Fox)

Leave of
Absence Moved by Kathleen Halpin and seconded by Lisa Marshall to approve a change in the maternity/sick leave of absence for Mrs. Maria Forsythe, middle school special education teacher, effective January 14, 2014 through March 28, 2014, and a FMLA, without pay, effective March 31, 2014 through May 30, 2014. Maria plans to return to WHR on June 2, 2014.

ROLL CALL VOTE: Ayes 7 Nays 0
 Abstain 1 (Fox)

Employ
M. Smith Moved by Kathleen Halpin and seconded by Lisa Marshall to approve employment of Mr. Mark Smith as an Industrial/Technology Education teacher at the high school for the 2013-2014 school year on Step H-8, B+30, with an annual salary of \$61,843, prorated, effective as soon as practical.

ROLL CALL VOTE: Ayes 7 Naves 0
 Abstain 1 (Fox)

Employ C.
Wisburn Moved by Kathleen Halpin and seconded by Lisa Marshall to approve employment of Mrs. Cynthia Wisburn as a maternity replacement Special Education teacher [A. Best] at the middle school for the period March 13, 2014 through May 30, 2014, with a per diem salary of \$252.34.

ROLL CALL VOTE: Ayes 7 Naves 0
 Abstain 1 (Fox)

Employ E.
McCormick Moved by Kathleen Halpin and seconded by Lisa Marshall to approve employment of Ms. Elena McCormick as a maternity replacement Special Education teacher [M. Forsythe] at the middle school for the period January 13, 2014 through May 30, 2014, on Step A-1, BA, with an annual salary of \$50,468, prorated.

ROLL CALL VOTE: Ayes 7 Naves 0
 Abstain 1 (Fox)

Employ
M. Helck Moved by Kathleen Halpin and seconded by Lisa Marshall to approve employment of Mrs. Mary Helck as the Secretary in the middle school Special Education office for the 2013-2014 school year on Step 7, Level I, with an annual salary of \$36,595, prorated, effective January 29, 2014.

ROLL CALL VOTE: Ayes 7 Naves 0
 Abstain 1 (Fox)

Coach
N. Cruets Moved by Kathleen Halpin and seconded by Lisa Marshall to approve employment of Ms. Nicole Cruets as a softball coach at the middle school for the 2013-2014 school year on Step 1, with a salary of \$3,395.00.

ROLL CALL VOTE: Ayes 7 Naves 0
 Abstain 1 (Fox)

Employ
A. Vullo Moved by Kathleen Halpin and seconded by Lisa Marshall to approve employment, pending criminal background check results, of Mr. Anthony Vullo, as an as needed athletic/substitute bus driver for the 2013-2014 school year.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Teacher Moved by Kathleen Halpin and seconded by Lisa Marshall to
Mentors approve the following New Teacher Mentors at the mentor rate of \$220,
50% payment for the 2013-2014 school year:

 Maggie Devine for Carmello Chiara
 Noelle Baldwin for Adrienne Harpster

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Substitute Moved by Kathleen Halpin and seconded by Lisa Marshall to
Teachers approve the following individuals for addition to our substitute teachers'
list for the 2013-2014 school year:

 Joseph Risko Joan Mandell James Farkas
 Ornella Goldson Peter Lubrecht, Sr. Cynthia Wiseburn

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Volunteer Moved by Kathleen Halpin and seconded by Lisa Marshall to
Assistant approve the following individuals as Volunteer Assistant Coaches for the
Coaches 2013-2014 school year:

 Pat Wintersteen HS Girls' Softball
 Jennifer Feldman MS Girls' Basketball and Softball

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

II. EDUCATION AND POLICY

Policies Moved by Linda Feller and seconded by Lisa Marshall to approve
the second and final reading of the following new and revised selected
policies for inclusion in the district's policy manual, as endorsed by the
superintendent and Education and Policy Committee:

- 1240** Evaluation of Superintendent [Revised] + Regulations
- 3142** Nonrenewal of Nontenured Teaching Member [Revised] +
Regulations
- 3144** Certification of Tenure Charges [Revised] + Regulations
- 3221** Evaluation of Teachers [New] + Regulations
- 3222** Evaluation of Teaching Staff Members, Excluding Teachers and
Administrators [New] + Regulations

- 3223** Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals [New] + Regulations
- 3224** Evaluation of Principals, Vice Principals, and Assistant Principals [New] + Regulations
- 4146** Nonrenewal of Nontenured Support Staff Member [Revised] + Regulations

- 0155** Board Committees
- 2622** Pupil Assessment
- 9541** Student Teachers/Interns

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Policies

Moved by Linda Feller and seconded by Lisa Marshall to approve the first reading of the following new and revised selected policies for inclusion in the district’s policy manual, as endorsed by the superintendent and Education and Policy Committee:

- 1220** Employment of Chief School Administrator
- 1310** Employment of School Business Administrator/Board Secretary
- 1510** Rights of Persons With Handicaps or Disabilities/Policy on Non-Discrimination
- 1540** Administrator’s Code of Ethics
- 1570** Internal Controls

- 2431** Athletic Competition + Regulations
- 6423** Expenditures for Non-Employee Activities, Meals and Refreshments
- 9191** Booster Clubs

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Travel & Conference

Moved by Linda Feller and seconded by Lisa Marshall to approve the attached list of Travel and Conference Requests. [attached]

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Field Trip Requests

Moved by Linda Feller and seconded by Lisa Marshall to approve approve the attached list of Field Trip Requests. [attached]

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Field Experience Moved by Linda Feller and seconded by Lisa Marshall to approve an administrative internship for Mr. Brian DeBoer, Centenary College graduate student, to work under the direction of Mrs. Dawn Moore, Director of Curriculum and Instruction, to meet his field experience requirement for the spring semester.

ROLL CALL VOTE: Ayes 7 Nays 0
Abstain 1 (Fox)

Donation Moved by Linda Feller and seconded by Lisa Marshall to accept a donation of \$700 as the 2014 Target Field Trip Grant Recipient to be used toward the Genocide class and Human Rights Club field trip transportation expenses in May, 2014.

ROLL CALL VOTE: Ayes 7 Nays 0
Abstain 1 (Fox)

III. BUDGET AND FINANCE

Financial Reports Moved by John Bell and seconded by Daniel Brundage to approve the November, 2013 Board Secretary and Treasurer's Reports as follows:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) 3, does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a);

BE IT FURTHER RESOLVED that the Warren Hills Regional Board of Education accepts the monthly financial reports of the Secretary and the Treasurer for the month of November, 2013; in compliance with N.J.A.C. 6A:23A-16.10(c) 4, that the Board of Education certifies that no major account has been overexpended in violation of N.J.A.C. 6A:23A-16.10(b), and that as of this report sufficient funds are available to meet the District's financial obligation for the remainder of the year.

ROLL CALL VOTE: Ayes 7 Nays 0
Abstain 1 (Fox)

Financial Reports Moved by John Bell and seconded by Daniel Brundage to approve the December, 2013 Board Secretary and Treasurer's Reports as follows:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) 3, does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a);

BE IT FURTHER RESOLVED that the Warren Hills Regional Board of Education accepts the monthly financial reports of the Secretary and the Treasurer for the month of December, 2013; in compliance with N.J.A.C. 6A:23A-16.10(c) 4, that the Board of Education certifies that no major account has been overexpended in violation of N.J.A.C. 6A:23A-16.10(b), and that as of this report sufficient funds are available to meet the District's financial obligation for the remainder of the year.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Bills Moved by John Bell and seconded by Daniel Brundage to approve the regular lists of bills.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Transfers Moved by John Bell and seconded by Daniel Brundage to approve transfers.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Student Activities Moved by John Bell and seconded by Daniel Brundage to approve Student Activity Transactions for the months of November and December, 2013.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Food Services Moved by John Bell and seconded by Daniel Brundage to approve food service transactions for the months of October through December, 2013.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Coordinated Transportation Moved by John Bell and seconded by Daniel Brundage to approve a Resolution for Participation in Coordinated Transportation with Warren County Special Services School District for the 2014-2015 school year, including a 4% administration fee.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Joint Transportation Moved by John Bell and seconded by Daniel Brundage to approve a Joint Transportation Agreement for the 2013/2014 school year with Delaware Valley Regional High School for field trips/athletics at the rate

of \$65.30 per hour for the first four hours and \$38.00 per hour for each additional hour.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Independent Agreement Moved by John Bell and seconded by Daniel Brundage to approve an Independent Contractor Agreement with Nursing Care, Inc. for on-call nursing services for the 2013/2014 school year at the rate of \$58.00 per hour.

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

NCLB Grant Moved by John Bell and seconded by Daniel Brundage to approve submission of the 2014 NCLB (No Child Left Behind) Grant in the amount of \$220,707 and to charge the following salaries to the grant:

<u>Title I</u>		
Jacqueline Gibbs	100%	\$51,463
Kathryn Davis	70%	\$42,044

<u>Title II</u>		
Deborah Post	40%	\$31,200

ROLL CALL VOTE: Ayes 7 Nayes 0
 Abstain 1 (Fox)

Citizens Part. Citizens Participation:

Mrs. McKelvey asked about the attachments for trips not being attached for the public. Mrs. Golda and Dr. Altonjy explained that it was for security reasons.

Executive Session Moved by John Bell and seconded by Kathleen Halpin to go into Executive Session as indicated by item **a.** below:

The Board of Education of the Warren Hills Regional School District in the County of Warren will adjourn into a closed meeting to discuss the item (s) which falls within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

- a. Matters rendered confidential by Federal Law, State Law or Court Rule**
- b. Individual privacy
- c. Collective bargaining agreements

- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. 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 session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified. Action is not anticipated.

Ayes 8 Nays 0

The Board entered into Executive Session at 7:25 p.m.

Reconvene Moved by Kathleen Halpin and seconded by Daniel Brundage to reconvene into open session at 7:35 p.m.

Ayes 8 Nays 0

There was discussion about the student cell phone policy.

Adjournment Moved by John Bell and seconded by Lisa Marshall to adjourn at 7:45 p.m.

Ayes 8 Nays 0

Maureen Joyce
Business Administrator/Bd. Sec’y.

dmg