

**WARREN HILLS REGIONAL BOARD OF EDUCATION  
MEETING  
December 10, 2013**

**7:00 p.m.**

**Holiday Presentation – Mrs. Voight and the high school Select Choir**

A. Call to order - Mrs. Donna Golda

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 “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 by providing academic and co-curricular opportunities to become successful, productive members of the global community.

B. Roll Call - Ms. Maureen Joyce

John Bell	Theresa Iacobucci	Lisa Marshall
Daniel Brundage	Kathleen Halpin	Donna Sbriscia
Linda Feller	Richard Havrisko	Donna Golda

C. Minutes of the previous Regular, Special and Executive Session meetings- Ms. Maureen Joyce

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

D. Communications - Ms. Joyce

E. Citizens Participation – concerning action items.

F. Superintendent’s Report - Dr. Thomas J. Altonjy

G. Committee Reports

H. Action Items:

**I. Personnel**

\*1. Motion to accept, with regret, the retirement of Mr. David Strout, high school Science teacher, effective July 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to accept, with regret, the resignation of Mr. Ronnie Read, high school custodian, effective December 13, 2013.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*3. Motion to approve employment of Ms. Adrienne Harpster as a high school Special Education teacher for the 2013-2014 school year on Step F-6, BA+15, with an annual salary of \$55,318, prorated, effective December 11, 2013.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*4. Motion to approve employment of Carmello Chiara as a high school English teacher for the 2013-2014 school year on Step A-1, BA, with an annual salary of \$50,468, prorated, effective January 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*5. Motion to approve employment of Ms. Samantha Davey as a maternity replacement Special Education teacher [Mackenzie Holguin] at the middle school on Step 1, BA, with an annual salary of \$50,468, prorated, for the period January 13, 2014 through June 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*6. Motion to approve employment of Mrs. Jean Bracey as the middle school guidance secretary for the 2013-2014 school year on Step 9, Level I, with an annual salary of \$38,145, prorated, effective January 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*7. Motion to approve employment of Mrs. Laurie Macko as the secretary to the Director of Special Education for the 2013-2014 school year on Step 15, Level II, with an annual salary of \$45,605, prorated, effective January 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*8. Motion to approve employment of Mrs. Susan Lechner as a secretary in Special Services for the 2013-2014 school year on Step 9, Level I, with an annual salary of \$38,145, prorated, effective January 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*9. Motion to approve employment of Ms. Dana Cadigan as a secretary in Special Services for the 2013-2014 school year on Step 4, Level I, with an annual salary of \$34,645, prorated, effective January 1, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*10. Motion to approve a maternity disability leave for Mrs. Amanda Best effective 3/17/2014 through a.m. of 4/2/2014 and a Family Leave of Absence, without pay, for the period p.m. of 4/2/2014 through 5/30/2014. Amanda plans to return to WHR on June 2, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*11. Motion to approve a maternity disability leave for Mrs. Maria Forsythe effective 2/17/14 through 4/18/14 and a Family Leave of Absence, without pay, for the period 4/21/14 through 5/30/2014. Maria plans to return to WHR on June 2, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*12. Motion to approve a maternity disability leave for Mrs. Kim Kavcak effective 3/13/14 through 4/25/14 and a Family Leave of Absence, without pay, for the period 4/28/14 through 5/30/2014. Kim plans to return to WHR on June 2, 2014.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*13. Motion to approve the following new extra-curricular activities for the 2013-2014 school year:

HOTT  
Archery

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*14. Motion to approve the following stipends for the new extra-curricular activities for the 2013-2014 school year:

HOTT \$2,500  
Archery \$3,200

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*15. Motion to approve employment of the following advisors for the new extra-curricular activities for the 2013-2014 school year:

Archery Jim Reynolds \$3,200  
HOTT Co-Advisor Kim Eilenberger \$1,250  
HOTT Co-Advisor Robin Fohr \$1,250

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*16. Motion to approve a Student Assistance Coordinator Internship for Ms. Hope Hollenbeck, Centenary College student, under the direction of Ms. Kim Unangst for the spring 2014 semester.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*17. Motion to approve Ms. Cindy Laws as a Volunteer Assistant Bowling Coach for the 2013-2014 season.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*18. Motion to approve Mr. Daryl Detrick as a Volunteer Assistant Wrestling Coach for the 2013-2014 season.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

## II. Education and Policy

\*1. Motion to approve the 2014-2015 “Program of Studies” for Warren Hills Regional High School and Warren Hills Regional Middle School.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*2. Motion to affirm the administrative decision regarding the following HIB case for the 2013-2014 school year:

MS-13-14 - 002-003  
HS-13-14 - 001-005

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*3. Motion to approve the attached list of Travel and Conference Requests. [attached]  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*4. Motion to approve the attached list of Field Trip Requests. [attached]  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

## III. Budget and Finance

\*1. The Warren Hills Regional Board of Education approves the October, 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 October, 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.

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*2. Motion to approve the regular lists of bills.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*3. Motion to approve transfers.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*4. Motion to approve Student Activity Transactions for the month of October, 2013.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*5. Motion to approve a Special Education Tuition Contract with Roxbury Public School District to accept one student to attend the Warren Hills Regional High School Autistic Program for the 2013-2014 school year, commencing December 9, 2013 at a tuition rate of \$46,683, prorated.

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*6. Motion to approve an Agreement with Pediatric Services of America, Inc. for Nursing Services for home instructed Special Education student returning to Warren Hills for the 2013-2014 school year, commencing November 22, 2013, at the rate of \$45.00 per hour.

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

I. Citizens Participation

J. 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 items (s) which fall 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.

K. Reconvene

L. Adjournment

**\*Roll Call**