

**Warren Hills Regional
Board of Education
Regular Meeting
December 18, 2012**

The Warren Hills Regional Board of Education met in Regular Meeting on December 18, 2012 at 7:00 p.m. in the Board Meeting Room.

Call to Order

The meeting was called to order by Theresa Iacobucci, 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 Star Gazette," "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.

Roll Call

Roll call was taken by Maureen Joyce. Members present were Daniel Brundage, Linda Feller, Donna Golda, Kathleen Halpin, Richard Havrisko, Theresa Iacobucci, James Momary and Donna Sbriscia. Also present were Thomas Altonjy and Maureen Joyce.

Minutes

Moved by Donna Golda and seconded by Donna Sbriscia to approve the Minutes of the Regular and Executive Session meetings of November 27, 2012.

Ayes 8 Nays 0

Comm.

Communications: None.

Citizens Part

Citizens Participation: None.

Audit

Audit Presentation: William Schroeder of Nisivoccia and Co. presented the results of the 2011/2012 audit.

Superintendent's Report:

Dr. Altonjy reported on the following:

1. Mr. Detrick's Independent Study Computer Science students presented the 8th annual Library Showcase on 4 December entitled "What Is Computer Science and Why You Should Consider Taking Computer Science at Warren Hills." After a *PowerPoint* presentation by the Computer Science students, the audience had the opportunity to preview games and programs generated by the students.
2. Our SAVE Club, and advisor Mr. O'Neill, have been very busy. Some club members were invited into the Environmental Science classes to talk about the environment and its importance. Several trees were planted at the Native Plant Arboretum, a Pohatcong Creek clean-up was performed, and students researched and presented to the club and in other classes on the topic of President Obama's record on the environment during his first term and plans for the second term.
3. Mr. Platt's Advanced Theater Arts students wrote and presented their 12th annual Library Showcase on 17 December. Students wrote their own versions of fairy tales and presented them as dramatic monologues in "Fractured Fairy Tales."
4. Mr. Kavcak held another math articulation meeting with the sending districts on 28 November. The development of common benchmarks and a presentation regarding new state testing proposed by the NJDOE were among the meeting's highlights.
5. Our middle school's recent *Rachel's Challenge Awards* include the following:
 - Antwan Parker, Xavier Davey and Hunter Groely for caring for an injured bird found on the way to school.
 - Owen Donnelly, Tommy Fox, and Christian Yorke for volunteering their time to help us plan an Activity Day scheduled for this Friday.
 - Ross Rivero for taking the time to learn the names of all staff members and for being so polite to everyone!
 - Tiffany Smith for working hard on her academics.
 - Eric Yost, Sarah Fontana, Jessica Yerance, and Kelly Delaney for inviting, planning and introducing US Armed Services veterans during recent visits to their respective civics classes with Mr. Perruso.
 - Noah Baldiviezo for helping a faculty member clean up their spilled water!
6. Ms. Carnali had two parent guest speakers visit classes recently.

Mr. Mulrooney, father of Ryan Mulrooney spoke about his career in information technology and how this field has changed dramatically over the past few years. He also demonstrated how he conducts business meetings with people at different locations. Mr. Connelly, father of Kendall Connelly spoke about his career as a mining engineer. He talked about his training and his daily activities at work, including how he uses computers.

7. Congratulations to the Middle School's November/December Students of the Month:

Music – Mark Formicelli, Eric Lawson, Nicole Antonelli, Susan Ten-Eyck

Art – Victoria Senesie, Savana Uhrig, Lawrence Kaspereen, Christian York

Academics – Sarah Wiessler, Maria Martucci, Kyle Wulff, Cameron Duncan

Athletics – Matthew Valli, Noah Cavanaugh, Hailey Ford, Danielle Profita.

8. Over fifty middle school students will receive an anonymous gift prior to the holidays from donating staff to help them celebrate the holidays as times are difficult for their families.

9. The middle school nurse's office organized a Helping Hands fundraising drive, which assisted some of our families with gift certificates to Shop Rite for Thanksgiving. A total of \$111.00 was collected.

10. Builder's Club and Peer Leaders are running a Homeroom Canned Food and School Supplies fundraising contest for the victims of Hurricane Sandy, in addition to our local food bank. The winning homerooms will be treated to a pizza party this Friday.

11. Rachel's Challenge Club has been working hard on writing very nice holiday cards for Warren Haven Nursing Home. One member, Jenna Henderson, will deliver these cards to residents at the nursing home.

12. The middle school would like to recognize and thank Ms. Manfra and Ms. Andreoli, high school teachers, for their collaboration in having high school students assist and tutor middle school students through the Middle School Homework Club. Special thank you to the following high school students who have joined Tyler Henning in this effort: Brittany Heerwagon, Katarina Martucci, Sam Thompson, Vitaliya Tatelsky, and Megan Ordeman.

13. Congratulations to November's Students of the Month for the Ninth Grade Academy:

Victoria Stabile – Female Student of the Month

Kyle Barnes – Male Student of the Month

Nathan Bieh-Mintah – Pillar – Responsibility
Tahlia Smith – Artist of the Month
Hunter Page – Athlete of the Month.

14. We would like to congratulate the middle school chorus club and jazz band club who both performed at the Middle School Winter Concert, on 5 December. They each performed a holiday piece and did very well. The chorus club sang a song entitled *Prayer* (Evening Prayer) from the opera *Hansel and Gretel*, based on the Grimm fairy tale. The jazz band performed a rendition of *Santa Claus is Coming to Town*. The concert was enjoyed by all.

15. Thank you to Mr. Hickerson, DECA/ FBLA, and members of the class of 2013 who sold 300 shirts for the Championship football game held at Rutgers Stadium on Saturday, 8 December.

16. On 7 December, seventeen high school students and sixteen middle school students participated in the Horizons Young Writers' Conference, which was held at the District Office conference room. Students had an opportunity to work with published poet Sara Bauer (who is also the Gifted and Talented Coordinator at Morris Hills High School), in crafting and celebrating their own poetry.

17. On 12 December, Ms. Devine hosted the Warren County Consortium for Student Enrichment Countywide Battle of the Minds Competition for 7th and 8th graders. This annual event was held at our middle school. We hosted over 100 people (including students and coaches), with 18 teams competing in two rounds of a "Jeopardy-style" competition, and Warren Hills represented two of those teams. Other schools participating included Allamuchy, Belvidere, Great Meadows, Hackettstown, Harmony, North Warren, Oxford, and White Township. All of the students who competed showed amazing knowledge, teamwork, and great sportsmanship.

18. Best Buddies had a craft and a movie day after school on 12 December. Over 30 students attended and made Gingerbread houses, drank hot cocoa, and watched a holiday movie. A good time was had by all!

19. Congratulations to the Horizons Debate team of Samantha Monico and Maria Martucci who were victorious at the Warren County Consortium for Student Enrichment (WCCSE) Countywide Debate held at Blairstown Elementary on 6 December. Ten teams competed, and Sam and Maria came in first for the negative debate teams, and won the final debate, making them the County Debate Champions. A warm thank you, as well, to our two timekeepers, Amanda Fitz and Catherine Hammond, who traveled to the competition and so positively cheered and supported our debate members!

20. Congratulations to Chess Club member Brian Hepp for winning the Connect 4 tournament and Kyle Watt for winning the Rubiks Cube competition held by our chess club, in which forty students participated.

21. The process of rolling out and introducing *Naviance*, our new career and future planning education guidance program, to students has begun. All juniors will receive a comprehensive introduction provided by the high school guidance staff prior to winter break, with sophomores and freshmen receiving a similar introduction in January and the spring, respectively.

22. Congratulations to our High School Students of the Month for November:

Jessica Anastasio
Ryan Callahan
James Duffy
Jeana Teddick.

23. The faculty and staff at the high school conducted a food drive for our local food pantry at the Presbyterian Church in Washington Borough. A total of 200 lbs. of food was delivered to the food pantry by Health & Physical Education teachers and Zest 4 Pride committee members, Mrs. Eilenberger and Ms. Fohr. The food will help restock the shelves of the local food pantry as a result of donations made to the victims of Hurricane Sandy.

24. The High School Select and Advanced choral groups performed at the Warren County Retired Education Association luncheon at Hawk Pointe on 4 December. The diverse performance was a true indication of the talented individuals who make up our choir. Old carols and new versions of old favorites highlighted the presentation. Mr. Carl Cortezzo, President of the Warren County Retired Education Association, extended a special thank you to choir director Mrs. Voight, accompanist Mrs. Mary Romond, and the choirs for their participation in the program.

25. The high school Winter Choral Concert was held on 12 December. The event was well attended and the performance was outstanding. The following students were recognized for their solo performances during the concert: Patrick McHale, Ezra Tarlowe, Christopher Steele and Paige-Ann Howey. The following percussionists were featured during a selection entitled *Betelehemu*: Eric Herner, Garrett Foley, Kline Kaufer, Nathaniel Capone and Simon Ficken.

26. The following is an update regarding the number of incidences of Harassment, Intimidation, and Bullying. 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 November:

Cases	October 2012		November 2012		Total District Cases 2012-2013
	MS	HS	MS	HS	
Total Cases Investigated	9	5 (including one/Sept.)	2	4	23
Cases resulting in: NO HIB	4	0	1	0	8 (35%)
Cases resulting in: HIB	5	5	1	4	15 (65%)

27. I'd like to introduce Mrs. Patricia Hetrick, our Middle School Principal, Mrs. Dawn Moore, our Director of Curriculum & Instruction, and Ms. Jaelyn Russo, our Director of Guidance, who have worked diligently with teachers and administrators over the last five months to arrive at the content of tonight's presentation regarding our Courses of Studies for 2013-2014 and exciting new curricular offerings at both the middle school and high school, and in particular, a revamping of our elective program at the middle school.

28. Tonight we have one final presentation. Mr. James Momary has served for many years on the Board of Education and tonight is his last official meeting. Although we are sorry to see him leave, we are very grateful for the impact he has left on the district. The entire Warren Hills Regional community thanks Jim for his contributions to benefit the educational experience for our students and wishes Jim all the best in his future endeavors! It has been my personal honor and privilege to work with Jim and he will be sorely missed.

Mrs. Iacobucci, BOE President, will now make a presentation on behalf of the Board.

Everyone is invited to join us for some light refreshments in honor of Jim!

Comm.
Reports

Committee Reports:

Mrs. Golda reported that she and Mrs. Halpin and Mrs. Marshall attended the County School Boards meeting.

Mrs. Golda attended the State Teacher of the Year Committee meeting.

Mrs. Halpin reported that Administrators negotiations meeting took place.

Dr. Altonjy recommended all personnel items.

I. PERSONNEL

Retire R. Fiore Moved by Donna Golda and seconded by Linda Feller to accept, with regret, the retirement of Mr. Ralph Fiore, high school Industrial Technology teacher, effective July 1, 2013.

ROLL CALL VOTE: Ayes 8 Nays 0

Retire D. Bouch Moved by Donna Golda and seconded by Linda Feller to accept, with regret, the retirement of Mrs. Dolores Bouch, high school Art teacher, effective July 1, 2013.

ROLL CALL VOTE: Ayes 8 Nays 0

Employ S. Barillari Moved by Donna Golda and seconded by Linda Feller to approve employment of Mr. Salvatore Barillari as a medical leave replacement substitute for Mr. Larry Dubiel commencing December 17, 2012, until Mr. Dubiel's medical clearance to return, at a rate of \$90 per day for the first 20 days and on the 21st day to the first step of the teachers' salary guide or \$249.87 per day.

ROLL CALL VOTE: Ayes 8 Nays 0

Salary Correction Moved by Donna Golda and seconded by Linda Feller to correct the annual salary of \$47,705 for Linda Andreoli, as approved on 10/2/12, to an annual salary of \$46,058 and to allow a non-pensionable stipend of \$686.30 already earned for the period 7/1/12 through 11/30/12.

ROLL CALL VOTE: Ayes 8 Nays 0

Salary Correction Moved by Donna Golda and seconded by Linda Feller to correct the annual salary of \$56,323 for Nancy Stasyshyn, as approved on 10/2/12, to an annual salary of \$55,577 and to allow a non-pensionable stipend of \$310.80 already earned for the period 7/1/12 through 11/30/12.

ROLL CALL VOTE: Ayes 8 Nays 0

Nurses Moved by Donna Golda and seconded by Linda Feller to approve winter and spring athletic department hours for nurses Bonita Duryea [for a maximum of 80 hours at \$45.00 per hour] and Michelle Zellner [for a maximum of 30 hours at \$45.00 per hour].

ROLL CALL VOTE: Ayes 8 Nays 0

Volunteer Coach Moved by Donna Golda and seconded by Linda Feller to approve Larry Cascio as a volunteer middle school wrestling coach and a volunteer high school girls' lacrosse coach for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 8 Nays 0

Substitute Teachers Moved by Donna Golda and seconded by Linda Feller to approve employment of the following individuals for addition to our substitute teachers' list for the 2012-2013 school year:

Regina Appleby Patricia Titus [Nurse]
Meredith Jeffries Anna Hussey

ROLL CALL VOTE: Ayes 8 Nays 0

II. EDUCATION AND POLICY

Program Of Studies Moved by Linda Feller and seconded by Donna Sbriscia to approve the 2013-2014 "Program of Studies" for Warren Hills Regional High School and Warren Hills Regional Middle School. The "Program of Studies" for each school is endorsed by Supervisors, the Director of Curriculum and Instruction, administrators of both schools, the Superintendent and the Board's Education/Policy Committee.

ROLL CALL VOTE: Ayes 8 Nays 0

Policies Moved by Linda Feller and seconded by Donna Sbriscia 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:

1110 Organizational Chart
2200 Curriculum Content + Regulations
2210 Curriculum Development
2220 Adoption of Courses
2320 Independent Study Programs
2412 Home Instruction Due to Health Condition + Regulations
3438 Sabbatical Leave [New]
9180 School Volunteers + Regulations
9181 Volunteer Athletic Coaches and Co-Curricular Advisors/
Assistants

ROLL CALL VOTE: Ayes 8 Nays 0

Revised Policies Moved by Linda Feller and seconded by Donna Sbriscia 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:

- 3245 Research Projects by Staff Members
- 3411 Replacement on Guide Steps
- 4410 Compensation
- 4413 Overtime Compensation
- 4420 Benefits
- 4433 Vacations

ROLL CALL VOTE: Ayes 8 Nayes 0

Calendar Moved by Linda Feller and seconded by Donna Sbriscia to
Revision approve a revision to the 2012-2013 school year calendar to reflect Friday,
February 15, 2013, as a regular school day.

ROLL CALL VOTE: Ayes 8 Nayes 0

HIB Moved by Linda Feller and seconded by Donna Sbriscia to affirm
Cases the administrative decisions regarding the following HIB cases:

- MS-12/13-013
- HS-12/13-005 through 12/13-008

ROLL CALL VOTE: Ayes 8 Nayes 0

Travel & Moved by Linda Feller and seconded by Donna Sbriscia to
Conference approve the following Travel and Conference Requests for the following
individuals:

Date	Name	Title	Location	Cost
12/11/2012, 1/15, 2/12, 3/12, 4/9, 5/21 & 6/4/2013	Adam Tucker	Warren County Tech Consortium monthly meetings	Franklin Twsp. School & various Warren County schools	Mileage
1/11/2013	Michael Lapotasky & Chris Kavcak	PARCC Assessments Seminar	FEA Conference Center, Monroe NJ	\$298 Regist. + Mileage
1/8/2013	Earl Clymer	Council on Juvenile Justice Meeting	Warren County Courthouse, Belvidere, NJ	Mileage
1/31 & 2/1/2013	Greg Cottrell & Dr. Thomas Altonjy	NJ Techspo Conference	Atlantic City, NJ	Regist. \$375/ \$96 for room + mileage
1/11/2013	Ralph Fiore & Thomas Powers	NJSIAA Tennis Clinic	College of New Jersey	None

1/23/2013	Jaelyn Russo	Mandated Test Coord. Training	Whippany, NJ	Mileage
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ROLL CALL VOTE: Ayes 8 Nayes 0

Field Trip
Requests

Moved by Linda Feller and seconded by Donna Sbriscia to
approve the following Field Trip Requests for the following individuals:

1/4/2013	Shannon McDowell	AU/MD Classes to Shop-Rite & IHOP	Washington and Hackettstown, NJ
2/1/2013	Shannon McDowell	AU/MD Classes to Shop-Rite & Washington Diner	Washington, NJ
2/14/2013	Shannon McDowell	AU/MD Classes to Warren Lanes	Phillipsburg, NJ
3/1/2013	Shannon McDowell	AU/MD Classes to Shop-Rite and Dairy Queen	Washington and Hackettstown, NJ
3/15/2013	Shannon McDowell	AU/MD Classes to Dover Train Station	Dover, NJ
4/12/2013	Shannon McDowell	AU/MD Classes to Shop-Rite & Fresh Tortillas Grill	Washington and Alpha, NJ
4/26/2013	Shannon McDowell	AU/MD Classes to Menlo Park Mall & Rainforest Café	Edison, NJ
5/3/2013	Shannon McDowell	AU/MD Classes to Shop-Rite and Bensi's Restaurant	Washington and Hackettstown, NJ
5/10/2013	Shannon McDowell	AU/MD Classes to Philadelphia Zoo	Philadelphia, PA
1/10, 1/17 & 1/24/2013 (p.m.)	Maggie Devine	Horizons students to participate in county level tournament	Bridgewater Raritan Middle School
1/9/2013	Nicole Silvis	Student Council to NJASC Winter Convention	The College of New Jersey, Trenton, NJ
2/7/2013	LeeAnn Kubbishun	Alternative Learning 7 & 8 th classes	Barnes & Noble and Wegmans, Easton, PA
4/18/2013	Maggie Devine	Horizons students to Battle of the Books	North Warren Regional High School
5/29 & 5/30/2013	Maggie Devine	Horizons MS & HS students to art symposium	First Presbyterian Church, Washington, NJ
12/21/2012	Lauren Voight	Select Choir to Middle School	Washington, NJ

1/2, 1/16, 1/23, 1/30 & 2/6/2013	Jeremy Lutz	HS Ski Club to Camelback Ski Area	Tannersville, PA
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ROLL CALL VOTE: Ayes 8 Nayes 0

III. BUDGET AND FINANCE

Financial Reports Moved by James Momary and seconded by Donna Golda to approve the November, 2012 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, 2012; 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 8 Nayes 0

Bills Moved by James Momary and seconded by Donna Golda to approve the regular list of bills for the month of November, 2012.

ROLL CALL VOTE: Ayes 8 Nayes 0

Transfers Moved by James Momary and seconded by Donna Golda to approve transfers.

ROLL CALL VOTE: Ayes 8 Nayes 0

Student Activities Moved by James Momary and seconded by Donna Golda to approve Student Activity transactions for the month of November, 2012.

ROLL CALL VOTE: Ayes 8 Nayes 0

Tuition Contract Moved by James Momary and seconded by Donna Golda to approve a Special Education Tuition Contract for Student 26-13 to attend Somerset Elementary/Middle Academy through the Somerset County Educational Services Commission for the 2012-2013 school year, commencing November 19, 2012, at a tuition rate of \$4,680.00 per month.

ROLL CALL VOTE: Ayes 8 Nayes 0

Tuition
Contract

Moved by James Momary and seconded by Donna Golda to approve a Special Education Tuition Contract for Student 27-13 to attend Willowglen Academy-Newton Campus for the 2012-2013 school year, commencing December 7, 2012, at a tuition rate of \$269.40 per diem.

ROLL CALL VOTE: Ayes 8 Nayes 0

Tuition
Payment

Moved by James Momary and seconded by Donna Golda to approve payment of \$5,586.00 to Daytop Village of New Jersey, Inc. for a student placed by the Department of Children and Families, for the period September 17, 2012 through November 28, 2012.

ROLL CALL VOTE: Ayes 8 Nayes 0

Audit

Moved by James Momary and seconded by Donna Golda to accept the 2011/2012 Audit and Management Report and to approve the 2011/2012 Comprehensive Annual Financial Report and Corrective Action Plan, as attached.

ROLL CALL VOTE: Ayes 8 Nayes 0

Donations

Moved by James Momary and seconded by Donna Golda to approve and accept the following donations:

District	Donor	Amount	Purpose
30 Custom Chairs and Chair rack	Warren Hills Booster Club	\$4,000	Volleyball, Boys' & Girls' Basketball and Wrestling
Custom Chair and Media Table	Friends of the Blue Streaks	\$1,500	Volleyball, Boys' & Girls' Basketball and Wrestling

ROLL CALL VOTE: Ayes 8 Nayes 0

Citizens
Part.

Citizens Participation:

Mrs. Unangst thanked the Board for their support and handed out tote bags to the Board with Special Ed logo.

Mrs. Iacobucci discussed sharing emergency planning information with substitutes.

Mrs. Golda thanked Mrs. Iacobucci for her leadership as Board President.

Executive Session

Moved by Daniel Brundage and seconded by Richard Havrisko to go into Executive Session as indicated by item **a. and g.** 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 8:50 p.m.

Reconvene

Moved by Kathleen Halpin and seconded by Daniel Brundage to reconvene into open session at 9:35 p.m.

Ayes 8 Nays 0

Mrs. Iacobucci reported on the new Board member orientation and committee assignments.

Adjournment

Moved by Kathleen Halpin and seconded by Daniel Brundage to adjourn at 9:50 p.m.

Ayes 8 Nays 0

Maureen Joyce
Business Administrator/Bd. Sec’y.

dmg