

**Warren Hills Regional
Board of Education
Regular Meeting
January 22, 2013**

The Warren Hills Regional Board of Education met in Regular Meeting on January 22, 2013 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 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 Diane Gogal. Members present were John Bell, Daniel Brundage, Linda Feller, Donna Golda, Kathleen Halpin, Richard Havrisko, Theresa Iacobucci, Lisa Marshall and Donna Sbriscia. Also present were Thomas Altonjy and Diane Gogal, Secretary.

Minutes

Moved by Theresa Iacobucci and seconded by Donna Sbriscia to approve the Minutes of the Regular Session meeting of January 3, 2013.

Ayes 9 Nays 0

Comm.

Communications: None.

Citizens Part

Citizens Participation: None.

Supt's Report

Superintendent's Report:

Dr. Altonjy reported on the following:

1. A "Genocide in Rwanda" Library Showcase was held on 8 January. Eugenie Mukeshimana, a survivor of the Rwanda's genocide

spoke about her experiences when the genocide began in 1994. In 2011, Eugenie immigrated to the United States to pursue a degree in social work. She works with displaced families both in Rwanda and the United States, and she is a frequent panelist on genocide-related issues.

2. In response to the "Snowflake Request" for the Sandy Hook Elementary School in Newtown, CT. by the National Parent Teacher Association to send snowflakes that would welcome the students back to school in a winter wonderland, our high school *Foundations of Art* students created and sent unique snowflakes. Led by teachers, Mrs. Bouch and Ms. Busardo, students chose one of their own original snowflakes to sign and send. The snowflakes were also labeled from our school and adorned with a ribbon to make them ready to hang. About 75 snowflakes were sent along with 26 handmade paper and wire smaller snowflake ornaments, each with the name of one of the victims on the backside. On behalf of the entire Warren Hills Regional community, we thank these students and their teachers for their caring efforts.

3. A total of 443 holiday cards were created by both middle school and high school students for the NJDOE's "Season of Service." Mrs. Moore coordinated the effort for teachers and students, and the cards were mailed to service men and women for the holidays. We are proud of their community service effort.

4. Mr. Strout, high school Science teacher, completed his instructional website, and most recently his site surpassed 10,000 page views and 3,000 total visits. This milestone is significant for this resource has been on-line for only seven school months. Student feedback is overwhelmingly positive, and exciting new additions are anticipated in the future. Mr. Strout has been invited to attend a future Board of Education meeting to share the educational benefits of his website.

5. Warren Hills Senior, Lowell Perkins, performed with the US Army All-American Marching Band at the All-American Bowl in San Antonio, Texas on 5 January during their half-time performance.

6. The third annual STEM (Science, Technology, Engineering, and Mathematics) Library Showcase was held on 3 January. Forty-two alumni from 2008 to 2012 attended as panel members for seven groups of students who were rotated throughout the various periods to learn about STEM careers and about transitioning to college life. Our alumni graciously gave of their time to speak with our students about their specific areas of study and then facilitated a Q & A session with our students. Mr. Detrick is thanked for his efforts to once again provide this valuable experience for our students and keep the lines of communication open with our alumni.

7. Our DECA students had a great showing recently! DECA is a professional competition where our students vie against business students from other schools. There is a written test followed by two business situation role plays where students are given a hypothetical business situation and then have fifteen minutes to create a solution. The students present their plan of action to a judge from the business world and are scored on their knowledge of various business concepts. The students with the top six scores qualify for the state competition. Nearly half of our students qualified for the state competition:

Karl Meier - 1st Place *Sports Entertainment Marketing*
Adesola Sanusi - 2nd Place *Accounting*
Sydney Carter & Alyssa Gammel - 2nd Place *Financial Services*
Sydney Muntone & Sam Montone - 2nd Place *Marketing Communications*

Top 6 Qualifiers

Tyler Henning - *Principles of Marketing*
Kelly McLaughlin - *Principles of Marketing*
Austin Dante - *Quick Service Restaurant Management*
Jamie Rosenblum & Mike Lascau - *Business Law*
Catherine Connors & Nicole Creedon - *Marketing Communications*
Emily Wolfdrum - *Accounting*
Ryan Ostir - *Sports Marketing*
Bryan Normile- *Hotel & Lodging Management.*

8. Our 9th Grade December Students of the Month are:

Mark Barillari – Male student of the month
Alicia Gaimo – Female student of the month
John Bamford – Athlete of the month
Gianna Orecchio – Artist of the month
Dan DeMicco - Pillar of the month.

9. Congratulations to Shea Kohler who was named the Bio-Science student of the month for January.

10. Kaelie Lange auditioned and qualified for the New Jersey Region I Symphonic Band, Orchestra and Chamber Ensemble. Congratulations, Kaelie!

11. Our MD program at the High School is creating a cookbook of our staff's favorite recipes. Our teachers and students are enjoying the process and we look forward to the finished product.

12. Congratulations to our Athletes of the Week:

Wrestler Kevin Bundschuh for the Week of 17 December
Girls Basketball Player Samantha Tuttle for the Week of 1 January
Boys Basketball Player Ryan Callahan for the Week of 7 January
Boys Swimmer Liam Breslin for the Week of 14 January.

13. Congratulations to our cheerleaders for their second place finish in the National Tumbling Championship.

14. The National Honor Society has been recognized for their outstanding community contributions. The NHS has been hard at work contributing to our school and community with involvement in:

Peer Tutoring through Guidance
Volunteering for the Common Sense for Animals
Middle School Tutoring – Mondays through Thursdays after school
Mansfield, Memorial & Taylor Elementary After Care Program
Habitat for Humanity Volunteers
Volunteering at the Warren Haven Nursing Home
Organization and participation in the National MS Walk
Volunteering with Big Brothers Big Sisters.

15. The middle school Student Council was recently awarded the NJASC Five Year Honor School award. This award signifies that our chapter has met the following criteria:

- Holding meetings twice a month
- Following a proper constitution
- Attending State Programs
- Sending delegates to the summer Leadership Training Conference (LTC)
- Payment of dues
- Communicating articles with the NJSAC Review or website
- Sending in copies of minutes, agendas, and the Honor School Questionnaire
- Being involved in worthwhile projects to benefit school and community
- Supporting the state charity.

16. Congratulations to our fifty middle school November/December Character Pillar award winners in the area of “Caring.” As this New Year begins, we now focus our thoughts and efforts on the pillar of “Responsibility.” Those distinguished students will be named at the end of the second marking period.

17. We would like to congratulate our middle school students for their efforts in the annual VFW “Patriot’s Pen” essay contest. Once again, Warren Hills Middle School is pleased to announce that two of our

students, Nicole Antonelli and Jeo Orais, have been recognized for achievement. They will be attending an awards ceremony tomorrow evening at the Belvidere American Legion Post.

18. Our middle school's recent *Rachel's Challenge* Awards include the following:

- Justin Humphrey and Dan Freeman for volunteering to hang posters for Builder's Club and Peer Leaders.
- Kelsey Thompson for her thoughtfulness and caring attitude.
- Kristen Ahman was nominated by several staff members for her compassion and generosity to other students.
- Antwan Parker for returning a check he found on the way to school.
- Ryan Janowski for doing the "right thing."
- Colin Mullen and Jacob Corter for carrying and distributing Student Council fundraising items.
- Shawn Flaherty and Dorathy Johnston for taking academics seriously.
- Heather Gross for participating in a walk to raise money for brain cancer. Her team raised over \$10,000.00!
- Tyler Nunn for helping another student in Spanish class.
- Sean Graham for organizing a volleyball team in conjunction with Ms. Dilts' and Ms. Heslin's classes.
- Joey Marsillo for helping Ms. Laubach carry items into the building.
- The teachers who volunteered their time to attend our incoming 7th grade Curriculum/Scheduling Orientations: Mr. Cascio, Mrs. Voight, Mr. Perruso, Ms. Wright, Mrs. Zamora, Mrs. Anderson, Mrs. Russo, Ms. Patrucker, Mr. Diveny, and Mr. Tucker from technology.
- Mr. Tucker for all his assistance with the new POS system.
- Jenna Henderson and Katherine Terrezza for being caring and responsible friends to another student by having lunch together in the cafeteria.
- Lauren Iverson and Michael Braman for helping other students with work in the classroom.

19. Intensive individual budget meetings were in full swing with Administrators, Mrs. Joyce and Dr. Altonjy over the last two weeks. Administrators will meet with the Finance Committee of the Board on 12 February to present their budgets. The committee will meet again on 19 February to review the preliminary budget. State aid figures do not come out until 28 February, which leaves only three days for Mrs. Joyce to complete the budget. The Finance Committee will meet again before the 5 March Board of Education meeting to discuss any further changes to the budget due to state aid numbers, etc. At the 5 March Board meeting a

tentative budget will be presented to the full Board for submission to the County Superintendent for review. The Public Budget hearing is scheduled for 26 March.

20. *Naviance*, our new college and career planning software, has been implemented and introduced to all sophomores and juniors. Based on the tracking by our Guidance Director and counselors, many students have already accessed the website and program after their initial introduction. We look forward to a future presentation at an upcoming Board of Education meeting.

21. Incoming 2013 7th Grade Scheduling/Curriculum evening meetings for parents and students is complete. This took place on 7 & 8 January. The attending parents and students were afforded an opportunity for a presentation covering the middle school curriculum presented by various teachers, supervisors, and administrators. This included our new elective structure that was presented at the 18 December BOE meeting. Additionally, our new families all completed their registration forms to be inputted into our district database, and many of the families completed their course selection for the 7th grade electives.

22. In February, 60 of our seniors have been randomly selected to participate in the National Assessment of Educational Progress (NAEP) testing. This is a 90 minute assessment that will contribute to the analysis of the nationwide progress of student academic progress.

23. Members of the Class of 2012 were invited back to the high school for a breakfast and to meet with Ms. Russo, Mr. Clymer, and the guidance counselors. The purpose was to illicit feedback from their experience at WHRHS and perceived preparation. About 15 students attended.

24. Tomorrow morning and Thursday evening, I will be hosting the second series of Superintendent Forums for this school year. We have approximately fifteen parents coming to each session. Our incoming Grade 7 parents and Oxford Grade 9 parents have also been invited. I look forward to this open dialogue with parents. As always, the minutes of our meetings will be posted on the district website.

25. Just a reminder that our school calendar has been adjusted and that Friday, 15 February, is now a full day of school for students and staff.

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 December:

Cases	November 2012		December 2012		Total District Cases 2012-2013
	MS	HS	MS	HS	
Total Cases Investigated	2	3	1	7	30
Cases resulting in: NO HIB	1	0	1	5	14 (47%)
Cases resulting in: HIB	1	3	0	2	16 (53%)

Comm.
Reports

Committee Reports:

Mrs. Feller reported that Ed & Policy met and addressed alerts through Strauss Esmay. Some need more information and some are ready for next meeting. They will meet again on February 11th at 4:15 p.m.

Mrs. Halpin reported that Ed Council met on February 17th. Survey was done for teachers to see if they wanted to do professional days at the end of August or in September. They chose August. There was also discussion about rotating schedule and the fact that not all parents are using the website for report cards.

Mrs. Halpin reported negotiations met – next meeting is February 6th.

Mr. Havrisko reported that Buildings & Grounds met on January 8th with regard to replacing the boilers at the middle school. Design Resources Group will be preparing the appropriate documents for bidding. They are also performing a study on renovating the Excel Building and the vacant house.

Mrs. Golda, Mrs. Sbriscia and Dr. Altonjy attended the Warren Hills Cluster Roundtable at Oxford. The next cluster roundtable will be hosted by Washington Borough.

Mrs. Iacobucci attended the Middle States meeting.

Mrs. Golda attended the District Evaluation meeting where the Marzano timeline was reviewed. The next meeting is February 21st.

The Climate Committee Meeting was held last week, which is one of the Board Goals. The next meeting is February 26th.

Mrs. Marshall attended the Safe and Secure Schools: Perspectives after Newtown workshop/conference on January 18th and reported on the key issues discussed.

approve the first reading of the following new and revised selected policies as endorsed by the superintendent and Education and Policy Committee:

- 3432 Sick Leave + Regulations
- 3436 Personal Leave
- 4432 Sick Leave + Regulations
- 4434 Holidays
- 4436 Personal Leave
- 5516 Use of Electronic Communication and Recording Devices [ECDR]
- 5517 Pupil Identification Cards
- 7430 School Safety + Regulations
- 7440 Security of School Premises + Regulations [School Security]
- 7441 Electronic Surveillance in School Buildings and on School Grounds + Regulations
- 7444 Use of Metal Detectors

ROLL CALL VOTE: Ayes 9 Nayes 0

Revised
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:

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

ROLL CALL VOTE: Ayes 9 Nayes 0

Travel &
Conference

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

ROLL CALL VOTE: Ayes 9 Nayes 0

Field Trip
Requests

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

ROLL CALL VOTE: Ayes 9 Nayes 0

Statement of
Assurance

Moved by Linda Feller and seconded by Donna Sbriscia to authorize the submission of the Comprehensive Equity Plan Annual Statement of Assurance for implementation in the 2012-2013 school year.

ROLL CALL VOTE: Ayes 9 Nayes 0

School Panels Moved by Linda Feller and seconded by Donna Sbriscia to approve the following School Improvement Panels [SIP] as mandated by the New Jersey Department of Education in fulfillment of a requirement of EE4NJ:

High School

Earl Clymer, Principal
Susan Rader, Assistant Principal
Robin Fohr, Teacher

Middle School

Patricia Hetrick, Principal
David Smith, Assistant Principal
Geri McKelvey, Teacher

ROLL CALL VOTE: Ayes 9 Nayes 0

Resolution Moved by Linda Feller and seconded by Donna Sbriscia to adopt a Resolution to stop sequestration [attached].

ROLL CALL VOTE: Ayes 9 Nayes 0

III. BUDGET AND FINANCE

Financial Reports Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve the December, 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 December, 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 9 Nayes 0

Bills Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve the regular list of bills for the month of December, 2012.

ROLL CALL VOTE: Ayes 9 Nayes 0

Transfers Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve transfers.

ROLL CALL VOTE: Ayes 9 Nayes 0

Student Activities Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve Student Activity transactions for the month of December, 2012.

ROLL CALL VOTE: Ayes 9 Nayes 0

Food Services Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve food service transactions for the months of October through December, 2012.

ROLL CALL VOTE: Ayes 9 Nayes 0

Tuition Contract Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve a Special Education Tuition Contract for Student 28-13 to attend Hunterdon Learning Center for the 2012-2013 school year, commencing January 2, 2013 at a tuition rate of \$25,793.60 (\$230.30 per diem x 112 days).

ROLL CALL VOTE: Ayes 9 Nayes 0

Coordinated Transportation Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve a Resolution for Participation in Coordinated Transportation with Warren County Special Services School District for the 2013-2014 school year, including a 4% administration fee.

ROLL CALL VOTE: Ayes 9 Nayes 0

IDEIA Services Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve IDEIA Nonpublic Services Agreement for Contracted Services with Sussex County Educational Services Commission for the 2012-2013 school year, commencing July 1, 2012 and ending June 30, 2013.

ROLL CALL VOTE: Ayes 9 Nayes 0

Tuition Contract Moved by Theresa Iacobucci and seconded by Lisa Marshall to approve a Tuition Contract with Department of Children and Families for one Warren Hills student to attend DCF Regional School-Warren Campus for the 2012-2013 school year, commencing September 5, 2012, at a tuition rate of \$142.57 per diem.

ROLL CALL VOTE: Ayes 9 Nayes 0

Citizens Part. Citizens Participation: None.

Executive Session Moved by John Bell and seconded by Donna Sbriscia 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 9 Nays 0

The Board entered into Executive Session at 7:58 p.m.

Reconvene Moved by John Bell and seconded by Lisa Marshall to reconvene into open session at 8:08 p.m.

Ayes 9 Nays 0

Mrs. Marshall discussed issues raised at Safe and Secure Schools meeting she recently attended.

Mrs. Iacobucci asked about the concession stand.

Adjournment Moved by Theresa Iacobucci and seconded by Kathleen Halpin to adjourn at 8:15 p.m.

Ayes 9 Nays 0

Diane Gogal, Secretary to
Business Administrator/Bd. Sec'y.