

WARREN HILLS REGIONAL BOARD OF EDUCATION

MEETING

January 28, 2014

7:00 p.m.

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.

Administration of oath of office - Kristin Fox

B. Roll Call - Ms. Maureen Joyce

John Bell	Kristin Fox	Lisa Marshall
Daniel Brundage	Kathleen Halpin	Donna Sbriscia
Linda Feller	Richard Havrisko	Donna Golda

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

C. Minutes of the previous Regular meeting- 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 the resignation of Mrs. Susan Lechner, Secretary for Special Services [MS], effective January 24, 2014.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*2. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*3. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*4. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve employment of Mrs. Cynthia Wiseburn 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*6. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*7. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*8. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*9. Motion to approve employment, pending criminal background results, of Mr. Anthony Vullo, as an as needed athletic/substitute bus driver for the 2013-2014 school year. (Motion_____Second_____/Yes_____No_____Abstain_____)

*10. Motion to 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
(Motion_____Second_____/Yes_____No_____Abstain_____)

*11. Motion to 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
(Motion_____Second_____/Yes_____No_____Abstain_____)

*12. Motion to approve the following individuals as Volunteer Assistant Coaches for the 2013-2014 school year:

Pat Wintersteen HS Girls' Softball
Jennifer Feldman MS Girls' Basketball and Softball
(Motion_____Second_____/Yes_____No_____Abstain_____)

II. Education and Policy

*1. Motion 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

(Motion_____Second_____/Yes_____No_____Abstain_____)

*2. Motion 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

1521 Educational Improvement Plans

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

(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 Trip Requests. [attached]

(Motion_____Second_____ /Yes_____No_____Abstain_____)

*5. Motion 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.

(Motion_____Second_____ /Yes_____No_____Abstain_____)

*6. Motion to accept a donation for \$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.

(Motion_____Second_____ /Yes_____No_____Abstain_____)

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approves 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*2. The Warren Hills Regional Board of Education approves 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*3. Motion to approve the regular lists of bills.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*4. Motion to approve transfers.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve Student Activity Transactions for the months of November and December, 2013.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*6. Motion to approve food service transactions for the months of October through December, 2013.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*7. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*8. Motion 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.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*9. Motion 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.
 (Motion_____Second_____/Yes_____No_____Abstain_____)

*10. Motion 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:

Title I

Jacqueline Gibbs	100%	\$51,463
Kathryn Davis	70%	\$42,044

Title II

Deborah Post	40%	\$31,200
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(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 anticipated.

K. Reconvene

L. Adjournment

***Roll Call**