

WARREN HILLS REGIONAL BOARD OF EDUCATION

MEETING

June 25, 2013

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.

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 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 approve the employment contract of Mrs. Maureen Joyce, Business Administrator/Board Secretary, for the period July 1, 2013 through June 30, 2014 with a salary of \$160,116, as approved by the Executive County Superintendent.

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

*2. Motion to approve employment of Ms. Amanda Brown as the Supervisor of Fine Arts/Physical Education and Health/World Language for the 2013-2014 school year with an annual salary of \$80,000, effective July 1, 2013.

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

*3. Motion to approve employment of Ms. Kathryn Davis as a middle school Reading Specialist for the 2013-2014 school year on Step E-5, M+15, with an annual salary of \$60,063.

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

*4. Motion to approve employment of Ms. Jacqueline Gibbs as a middle school Mathematics teacher for the 2013-2014 school year on Step D-4, BA, with an annual salary of \$51,463.

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

*5. Motion to approve employment of Mrs. Patricia Wintersteen as a district Paraprofessional for the 2013-2014 school year on Step 3, with an annual salary of \$30,839.

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

*6. Motion to approve employment of Mr. Kevin Call as the Head Athletic Trainer for the 2013-2014 school year, with an annual salary of \$92,277.

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

*7. Motion to approve employment of Mr. Patrick Murphy as Director of Plants and Facilities for the 2013-2014 school year with an annual salary of \$92,820.

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

*8. Motion to approve employment and salary of \$7,200 for Mr. James Miller as Treasurer of School Monies for the 2013-2014 school year.

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

*9. Motion to approve employment and salary of \$45,900 for Arthur Quigley, Director of School Resource Personnel, for the 2013-2014 school year.

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

*10. Motion to approve employment and salaries of Attachment List A, Central Office Personnel, District Technology staff and Custodial/Maintenance staff, for the 2013-2014 school year. [attached]

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

*11. Motion to approve the part-time and special events/substitute custodial and maintenance hourly rate of \$13.50/hour and, if possessing a Black Seal License, the rate of \$14.00/hour for the 2013-2014 school year.

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

*12. Motion to approve employment of the following part-time and special events/substitute maintenance staff for the 2013-2014 school year at an hourly rate of \$13.50:

Geraldine Congdon – 4 hours/day

Erech Barron - 4 hours/day

John Rhinehart – 4 hours/day

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

*13. Motion to approve employment of the following special events/substitute custodians for the 2013-2014 school year at an hourly rate of \$13.50 or \$14.00 with Black Seal License:

Deborah Saunders

Nicholas Tauriello

Gaspar Scozzari

Arthur White

Carolyn Tauriello

Joyce White

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

*14. Motion to approve employment of Ms. Carol Harrington as middle school cafeteria security personnel for the 2013-2014 school year for 2 hours per day/5 days per week and as a security substitute on an as needed basis at a rate of \$16.00 per hour.

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

*15. Motion to approve employment of Ms. Dolores Schaare as a part-time lunch room custodian at the middle school for 3.5 hours per day for the 2013-2014 school year at a rate of \$13.50 /hour.

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

*16. Motion to approve employment of Mr. Todd Solecitto for summer custodial work at the middle school for the period June 24, 2013 – August 23, 2013 for 7 hours per day/4 days per week at \$13.50 per hour.

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

*17. Motion to approve the following athletic/extra-curricular run bus drivers for the 2013-2014 school year at the previously approved hourly rates:

William Quinn

Erech Barron

Vicki Dell

Charmaine Politano

Felix Mancuso

Cheryl Lewis

Brian Patane

Robert Hoppe

Debra Quinn

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

*18. Motion to approve employment of Ms. Sherry Sarte as the substitute teacher caller for the 2013-2014 school year with a stipend of \$8,000.

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

*19. Motion to approve employment of the following counselors for summer work at the contracted rate of \$45/hour:

High School @ 45 hours each:

Joanne Huffman
Christal Rosenka
Catherine O'Neal
Michael Arminio
Toni Ioffredo

Middle School @ 30 hours each:

Lois Amato
LeeAnn Kubbishun
Hope Hollenbeck

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

*20. Motion to approve employment of the following individuals for Peer Leader Training for 19.5 hours each at the contracted rate of \$45/hour:

Penny Giamoni

Timothy Downs

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

*21. Motion to approve employment of the following individuals for summer work at the contracted rate of \$45/hour:

Media Specialists

Margaret Devine 30 hours
Nancy Nelson 18 hours

Nurses

Bonita Duryea 30 hours
Barbara Grimm 18 hours
Michelle Zellner 18 hours

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

*22. Motion to approve employment of the following individuals for summer work for 6 hours each at the contracted rate of \$45/hour for 7th Grade Academy:

Hope Hollenbeck

Brigitte Burstein

Kim Kavcak

Mary Kaye Bartek

Maria Forsythe

Renee Smola

Elizabeth McKeown

Raquel Wright

Lois Amato

Rebecca Pursell

Jennifer Feldman

Amanda Best

Nancy Terhune

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

*23. Motion to approve employment of the following individuals for summer work for 3 hours each at the contracted rate of \$45/hour for the 7th grade orientation program:

Kim Kavcak
Mary Kaye Bartek
Maria Forsythe
Elizabeth McKeown
Raquel Wright
Lois Amato
Mckenzie Laubach
Rebecca Nugent
L. Jeannie Zamora
Geri McKelvey

Jennifer Feldman
Amanda Best
Nancy Terhune
Renee Smola
Rebecca Pursell
Hope Hollenbeck
Ron Hammer
Mackenzie Holguin
Lourdes Garcia
Brigitte Burstein

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

*24. Motion to approve employment of the following individuals for summer work for 5 hours each at the contracted rate of \$45/hour for the 9th Grade Academy:

Kim Roost
Teresa Fahy
Alexandra Kuebler
Laura Filan

Theresa Wilson
Brittany Catalano
Vittoria Busardo

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

*25. Motion to approve employment of the following individuals for summer work for 12 hours each at the contracted rate of \$45/hour for the 9th Grade Academy:

Laura Blackwell
Toni Manfra
Jodi Edmonds
Andrew Oakley
Meghan McGeehan

Stephanie Karabinus
Debbie Farrell
Jeffrey Case
Lisa Weisenstein
Gabriela Godek

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

*26. Motion to approve employment of Attachment B personnel for summer curriculum work at the contracted rate of \$45/hour. [attached]

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

*27 Motion to approve the following leave of absence dates for Mrs. Alison Frey:

Maternity/sick leave 10/1/13 through 10/31/2013 and
Family Leave of Absence, without pay, effective 11/1/2013 through 11/22/2013.
Alison plans to return to WHR on November 25, 2013.

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

*28. Motion to authorize the Superintendent, Dr. Thomas J. Altonjy, to issue employment contracts on behalf of the Board of Education prior to the August 27, 2013 regular meeting.

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

II. Education and Policy

*1. Motion to approve the attached list of Travel and Conference Requests. [attached]
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*2. Motion to approve the attached list of Trip Requests. [attached]
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approve the May, 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 May, 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 May, 2013.
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve the following 2013/2014 Extended School Year and Regular School Year Special Education tuition contracts:

<u>Student</u>	<u>School</u>	<u>Amount</u>	<u>Aide</u>	<u>Effective</u>
06-14	Bancroft	\$59,052.60	\$37,312.00	July 1, 2013
07-14	Hunterdon Learning Ctr.	\$42,120.00		September 3, 2013
08-14	Hunterdon Learning Ctr.	\$42,120.00		September 3, 2013
09-14	Hunterdon Learning Ctr.	\$42,120.00		September 3, 2013
10-14	Montgomery Academy	\$57,702.00		July 1, 2013
11-14	Willowglen Academy	\$77,414.40	\$18,900.00	July 8, 2013

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

*6. Motion to approve a tuition contract with Oxford Township School District to accept one student to the Warren Hills Regional High School Extended Year Autistic Program for the 2013-2014 school year, commencing July 8, 2013 through August 2, 2013, at a tuition rate of \$4,668.30.

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

*7. Motion to approve a tuition contract with Oxford Township School District to accept one student to the Warren Hills Regional High School Extended School Year MD Program for the 2013-2014 school year, commencing July 8, 2013 through August 2, 2013, at a tuition rate of \$2,295.70.

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

*8. Motion to approve a tuition contract with Phillipsburg School District to accept one student to the Warren Hills Regional High School Extended Year Autistic Program for the 2013-2014 school year, commencing July 8, 2013 through August 2, 2013, at a tuition rate of \$4,668.30.

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

*9. Motion to approve a tuition contract with North Warren School District to accept one student to the Warren Hills Regional High School Extended School Year MD Program for the 2013-2014 school year, commencing July 8, 2013 through August 2, 2013, at a tuition rate of \$2,295.70.

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

*10. Motion to approve a Shared Services Transportation Agreement with Washington Township School District for the period July 1, 2013 through August 31, 2013 in the amount of \$10,665.00.

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

*11. Motion to approve a Shared Services Transportation Agreement with Washington Township School District for the 2013/2014 school year, commencing September 1, 2013, in the amount of \$67,836.00.

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

*12. Motion to approve payment of the end of year bills, July bills and August bills prior to the August 27, 2013 Board of Education meeting.

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

*13. Motion to authorize Design Resource Group, Architects, 371 Hoes Lane, Suite 301, Piscataway, NJ 08854 to amend the district's currently approved Long Range Facility Plan, as needed, and forward all paperwork for ROD Grant Funding Allocation 4 for the following Projects:

Warren Hills Regional Middle School

a. Boiler/Unit Vent Replacement

b. Roofing

Warren Hills Regional High School

a. Door Replacement

b. Roofing

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

*14. Motion to transfer an amount up to \$500,000 in excess current revenue or expended appropriations into the Capital Reserve account to fund Capital Projects.

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

*15. Motion to approve Zander Consulting, LLC, as the public relations/communication consultant for the 2013-2014 school year at a fee of \$6,675.

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

*16. Motion to approve Maschio's Food Services for the 2013-2014 school year with a guaranteed minimum unlimited profit of \$15,000 and a yearly management fee of \$13,615. The student lunch will be \$3.00 and the staff lunch will be \$3.50.

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

I. Citizens Participation

J. Executive Session – as indicated by items a. and i. 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**

ATTACHMENT A:**Central Office Personnel:**

Name	Base Salary	Longevity	Stipend	Total Salary
Michele Sbriscia, Administrative Assistant to the Superintendent	\$53,245	\$3,750	\$2,500 District Editor Policy & Job Description Manuals	\$59,495
Diane Gogal, Business Administrator's Secretary	\$58,664	\$2,500		\$61,164
Mary Ann Broennle, Payroll Specialist	\$70,956	\$3,750		\$74,706 (80%) \$59,765
Rosemary Kuebler, Benefits/Payroll Specialist	\$75,208	\$4,950		\$80,158
Joanne Durham, Accounts Payable Specialist	\$54,078			\$54,078
Lori Parfitt, Director of Curriculum & Instruction's Secretary	\$51,000			\$51,000

District Technology Staff:

William Fox, District Network Manager	\$81,046			\$81,046
Vickie Rhoads, District Technology Manager	\$69,907			\$69,907
Kim Curto, District Technology Manager	\$59,352			\$59,352
Adam Tucker, District Technology Specialist	\$48,806			\$48,806

ATTACHMENT A CONTINUED:**Custodial Maintenance Staff:**

Name	Base Salary	Longevity	Stipend	Total Salary
Jerry Bamford	\$48,200	\$2,050	\$1,100 – Black Seal	\$51,350
Nicole Bogli	\$29,784			\$29,784
Donna Burns	\$36,352	\$2,050		\$38,402
Scott Carolus	\$31,299		\$1,100 – Black Seal	\$32,399
Maureen Eick	\$36,025	\$1,500	\$4,100 – Black Seal & MS Lead Custodian	\$41,625
Daniel Fregans	\$35,100	\$1,500		\$36,600
Paul Jacobson	\$31,519			\$31,519
Lori Johnson	\$29,441			\$29,441
Debbie Kahutka	\$38,688	\$2,050		\$40,738
William Kayal	\$29,667			\$29,667
Joseph Matey	\$50,761		\$1,100 –Black Seal	\$51,861
Wayne Meiner	\$58,578	\$2,050	\$1,700 – Black Seal	\$62,328
William Phillips	\$30,568		\$1,100 – Black Seal	\$31,668
Corrie Powers	\$29,806			\$29,806
Jonathan Powers	\$33,188		\$1,100 – Black Seal	\$34,288
Ronnie Read	\$29,418		\$1,100 – Black Seal	\$30,518
Ric Riccardi	\$60,957	\$2,050	\$1,100- Black Seal	\$64,107
George Saunders	\$53,166	\$2,050	\$1,700 – Black Seal	\$56,916
Anthony Sbriscia	\$61,687	\$1,500	\$6,100 – Black Seal & HS Lead Custodian	\$69,287

ATTACHMENT B

**FIVE-YEAR CURRICULUM PLAN
PHASE III CURRICULUM IMPROVEMENT PROJECT 2013-2014**

BUSINESS 100 Hours

- #6280 Computer Applications – Rosemary Carnali – 10 hours
- #6282 Business Exploration – David Garcia – 5 hours
- #6284 Multimedia Technology - David Garcia – 5 hours
- #601 Accounting I – Sharyn Setzer – 20 hours
- #603 Honors Accounting II – Sharyn Setzer- 20 hours
- #637 Information Processing I – Julia Henning – 20 hours
- #656 Principles of Economics – Cedric Hickerson – 10 hours
- #671 Sports & Entertainment Marketing/Management – Nick Sarlo - 5 hours
Alison Frey – 5 hours

FINE/PERFORMING ARTS 130 Hours

- #7040 Arts & Graphics – Dan Diveny – 5 hours
- #7340 Music in Our World – Lauren Voight – 5 hours
- #7345 Introduction to Chorus – Lauren Voight – 10 hours
- #703 Ceramics – Vittoria Busardo – 10 hours
- #705 Advanced Ceramics – Vittoria Busardo – 10 hours
- #715 Film Design I – Chris Corey – 20 hours
- #716 Film Design II – Chris Corey – 20 hours
- #717 Film Design III – Chris Corey - 20 hours

#732 Yearbook I, II, III – Kim Roost – 20 hours

#738 Piano/Keyboard – Lauren Voight- 10 hours

HEALTH AND PHYSICAL EDUCATION 10 Hours

#912 Health 11 – Joe Besser – 10 hours

INDUSTRIAL TECHNOLOGY 30 Hours

#8650 Introduction to Engineering I –Larry Cascio – 5 hours

#8655 Introduction to Engineering II – Larry Cascio – 5 hours

#896 Energy, Power and Transportation Technology – Jeremy Willis - 20 hours

LANGUAGE ARTS 100 Hours

#111 English II – Chris Hogan – 6 hours
Penny Giamoni – 7 hours
Kevin Horn – 7 hours

#112 CP English II – Chris Hogan – 6 hours
Penny Giamoni – 7 hours
Kevin Horn – 7 hours

#113 Honors English II – Chris Hogan – 6 hours
Penny Giamoni – 7 hours
Kevin Horn – 7 hours

#140 Journalism I, II, III - Mary Ann McKinney – 20 hours

#145 Public Speaking – Penny Giamoni – 10 hours

#147 Creative Reading – Course Not Running

#150 Communications & Media – Kevin Horn – 10 hours

MATHEMATICS 120 Hours

#3040 Algebra – Courtney Hoffman – 10 hours
Tammy Muffley – 10 hours

#301 Algebra I – Lisa Weisenstein – 8 hours
Brittany Catalano – 6 hours
Gabriela Godek – 6 hours

#303 CP Algebra I - Lisa Weisenstein – 8 hours
Brittany Catalano – 6 hours
Gabriela Godek – 6 hours

#311 Geometry – John Hajdu – 10 hours
Lisa Pysher – 10 hours

#332 Advanced Computer Science – Daryl Detrick – 20 hours

#322 Calculus – John Hajdu – 10 hours
Cindy Laws – 10 hours

#365 Discrete Math – Kelly Archibald – 20 hours

OTHER COURSES 10 Hours

#6060 Interdisciplinary Enrichment – Michael Perruso – 10 hours

SCIENCE 20 Hours

#419 AP Chemistry - Liz Nicolosi – 20 hours

SOCIAL STUDIES 120 Hours

#2400 Geography – Kim Kavcak – 20 hours

#203 Sociology – Ingrid Garofalo – 20 hours

#212 Honors US History I – Patrick O’Brien – 20 hours

#214 CP US History II – Patrick O’Brien – 20 hours

#215 Honors US History II – Ingrid Garofalo – 20 hours

#216 AP US History II – Jesse O’Neill – 20 hours

SPECIAL EDUCATION 20 Hours

#995.2 Mathematics (BD Alternative) – Mike Quinto – 20 hours

WORLD LANGUAGE 235 Hours

#5005 World Language Exploration French – Franna Patrucker – 5 hours

#5015 World Language 8 French – Franna Patrucker – 20 hours

#5105 World Language Exploration German- Teresa McGuinness – 5 hours

#5110 World Language German – Teresa McGuinness-10 hours
Jess Morgan – 10 Hours

#5115 World Language 8 German – Teresa McGuinness – 20 hours

#5205 World Language Exploration Spanish - Jeannie Zamora - 2.5 hours
Raquel Wright – 2.5 hours

#5215 World Language 8 Spanish – Raquel Wright – 10 hours
Jeannie Zamora – 10 hours

#5300 ESL MS – Lourdes Garcia – 20 hours

#500 ESL HS – Lourdes Garcia – 20 hours

#511 German I – Teresa McGuinness – 10 hours
Jess Morgan – 10 hours

#513 German II – Jess Morgan – 20 hours

#515 German III – Jess Morgan – 20 hours

#517 German IV – Jess Morgan – 20 hours

#519 AP German V – Jess Morgan - 20 hours