

**WARREN HILLS REGIONAL BOARD OF EDUCATION
MEETING**

March 26, 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 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 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. 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. Budget Hearing

H. Committee Reports

I. Action Items:

I. Personnel

*1. Motion to approve an extension of employment for Mrs. Mary Helck, middle school Language Arts teacher, to reflect an end date of June 30, 2013.

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

*2. Motion to approve employment of Mr. Salvatore Barillari as a high school Social Studies teacher for the 2012-2013 school year on Step A-1, BA, with a salary of \$49,973, prorated, effective April 1, 2013.

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

II. Education and Policy

*1. Motion to approve the first reading of the following new and revised selected policies as endorsed by the superintendent and Education and Policy Committee:

- 2431.1 Emergency Procedures for Athletic Practices & Competitions [Regs]
- 2431.2 Medical Examination to Determine Fitness for Participation in Athletics [Regs]
- 5600 Pupil Discipline/Code of Conduct + Regulations
- 6160 Grants from Private Sources + Regulations
- 6162 Corporate Sponsorships
- 6350 Competitive Contracting + Regulations
- 6450 Choice of Vendor
- 7230 Gifts, Grants and Donations + Regulations
- 7510 Use of School Facilities + Regulations
- 8310 Public Records + Regulations
- 8311 Managing Electronic Mail
- 8506 School Lunch Program Biosecurity Plan
- 8540 Free and Reduced Rate Meals + Regulation
- 8860 Memorials

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

*2. Motion to approve the 2013-2014 school year calendar per attached.

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

*3. Motion to approve the revised Nursing Services Plan for the 2012-2013 school year as per N.J.A.C. 6A:16-2.18 (B).

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

*4. Motion to approve the attached list of Travel and Conference Requests. [attached]

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

*5. Motion to approve the attached list of Field Trip Requests. [attached]

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

*6. Motion to approve the Atlantic Air Medical Unit helicopter landing on the high school property as part of the S.A.D.D. Day presentations on Thursday, May 16, 2013, time to be determined.

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

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approves the February, 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 February, 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 list of bills for the month of February, 2013.

(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 February, 2013.

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

*5. Motion to adopt the final 2013/2014 budget of the Warren Hills Regional School District, per the following resolution:

BE IT RESOLVED that the Board of Education adopt the 2013-2014 proposed budget:

General Fund	\$32,389,169
Capital Outlay	\$ 1,684,189
Special Revenue	\$ 476,500
Debt Service	<u>\$ 2,123,021</u>
 Total Base Budget	 \$36,672,879

The proposed budget meets all legal requirements for providing the Core Curriculum Content Standards.

BE IT ALSO RESOLVED that the Board of Education authorize the general fund tax levy for the 2013-2014 school year: "That there should be raised for General Funds \$19,031,621 for the ensuing school year (2013-2014)."

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

*6. Motion to approve a district-wide maximum for professional development workshop/conference attendance and travel not to exceed \$85,000 and a public relations maximum of \$15,000 for the 2013-2014 school year.

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

*7. Motion to approve a Resolution for Participation in Joint Transportation with Sussex County Regional Cooperative for the 2013-2014 school year, including a 4% administration fee.

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

J. Citizens Participation

K. Executive Session – as indicated by items a., c. 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 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.

L. Reconvene

M. Adjournment

***Roll Call Vote**

Warren Hills Regional Calendar 2013-2014

The Board of Education reserves the right to alter this calendar to meet New Jersey attendance standards and employee contracts.

July 2013

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Schools & Offices opened during July & August from 8:00 AM-3:00 PM.

October 2013

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2013

Su	M	Tu	W	Th	F	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Schools & Offices opened during July & August from 8:00 AM-3:00 PM.

November 2013

Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September 2013

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Schools & Offices opened during July & August from 8:00 AM-3:00 PM.

December 2013

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2014

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2014

Su	M	Tu	W	Th	F	Sa
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2014

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2014

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

From June 25 through August 27, schools and offices will be open from 8:00AM - 3:00PM. Offices will be closed on the morning of August 28, but will re-open at 11:00AM to 3:30PM. On August 29 offices will be open from 7:15AM to 3:30PM and on August 30 from 7:15AM to 3:00PM.

May 2014

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2014

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Staff In-Service Days-No School
Early Dismissal Days
No School
BOE Approved 3/26/2013

Event or Holiday

July 4 - District and School Offices Closed
 August 28 & 29 - Staff In-Service - No School
 September 2 - Labor Day - No School
September 3 - Opening Day for Students
 September 19 - HS Back to School - Early Dismissal (both schools)
 September 26 - MS Back To School - Early Dismissal (both schools)

October 14 - Staff In-Service - No School
November 5 - School Election PLEASE VOTE
 November 7 & 8 - NJEA Convention - No School
 November 27 - Thanksgiving Recess - Early Dismissal
 November 28 & 29 - Thanksgiving Recess - No School
 December 20 - Winter Recess - Early Dismissal
 December 23-31 - Winter Recess - No School

January 1 - New Years Day - No School
 January 20 - Martin Luther King Day - No School
 February 5 - Staff In-Service - Early Dismissal
 February 14 & 17 - President's Break - No School
 March 5 - Staff In-Service - Early Dismissal
 March 26 - Staff In-Service - Early Dismissal

April 16-22 - Spring Break - No School
 April 30-- Staff In-Service - Early Dismissal
 May 26 - Memorial Day - No School
 June 12-17 - Final Examinations - Early Dismissal
 June 17 - Grade 8 Promotion
 June 18 - Last Day for Students - Early Dismissal - HS Graduation
 June 19 - Staff In-Service/Last Day for Staff

The calendar allows for four (4) emergency closing days. In the event the district uses the majority of scheduled emergency closing days, the following days (in particular order) will be added back as school days into the calendar:
 February 14, April 16, April 17, April 22, April 21.
 In the event the district does not use all/some of the scheduled emergency closing days, any remaining days will shorten the end of the school year, beginning with June 18 and working backwards. The final exam schedule will then be adjusted accordingly. The promotion and graduation dates will not change regardless of any change in the calendar.