

WARREN HILLS REGIONAL BOARD OF EDUCATION

MEETING

May 15, 2012

7:00 p.m.

A. Call to order - Ms. Theresa Iacobucci

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

Donna Sbriscia	Linda Feller	Kathleen Halpin
James Momary	Nancy Fallen	Donna Golda
Daniel Brundage	Richard Havrisko	Theresa Iacobucci

C. Board Reappointment Motions:

Motion to appoint Maureen Joyce as Board Secretary and Dr. Thomas J. Altonjy as acting Board Secretary for the 2012/2013 school year.

(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Design Resources Group as Architects for school year 2012/2013.

(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Gianfarcaro Architects/Engineers for school year 2012/2013.

(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Nisivoccia & Company, Auditor/Public School Accountant for school year 2012/2013.

(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Fogarty & Hara, General Counsel, for school year 2012-2013.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Wilentz, Goldman and Spitzer, P.A., for school year 2012-2013, as bond and construction attorneys for the building projects.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Warren Hills Family Health Center, School Physicians, for the school year 2012/2013.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Dr. Nicholas Avallone, St. Luke's Warren Physician Group, P.C., Athletic Physician, for the school year 2012/2013.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Maureen Joyce as Public Agency Compliance Officer for the 2012/2013 school year.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Maureen Joyce as the Qualified Purchasing Agent with a bid threshold of \$36,000.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to approve procurement of goods and services through state contracts.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Patrick J. Murphy as Asbestos Management Officer, Safety & Health Designee, Integrated Pest Management Coordinator, Right to Know Officer and Air Quality Designee.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to adopt the following resolution:

RESOLVED, That the PNC Bank, Washington Office; Wells Fargo Bank, Washington, NJ Offices; the Bank of New York, Bank of America, the First National Bank of Hope, Investors Savings Bank be designated the depositories for the Warren Hills Regional Board of Education accounts and certificates and, be it further

RESOLVED, That all checks, drafts, notes or warrants drawn against said accounts be signed as per attached list, and, be it further

RESOLVED, That the Investors Bank, Washington NJ offices, be designated the depository for the payroll and agency accounts and, be it further

RESOLVED, That no checks, drafts of warrants drawn against said accounts be valid unless so signed.

(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to designate the Express-Times as the official newspaper, and the Warren-Reporter as secondary, to carry legal ads for the school year 2012/2013.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion that the existing bylaws and policies be approved, adopted and continued in use for the 2012-2013 school year, unless and until amended by action of the Board.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion that the existing Crisis/Emergency Management Plan, student handbooks, faculty handbooks, and rules and regulations therein be approved, adopted and continued in use for the 2012-2013 school year, unless and until amended by action of the Board.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to sustain approval of the district's curricular programs as outlined in the 2012/2013 Program of Studies and the district Five-Year Curriculum Plan.
(Motion_____Second_____/Yes_____No_____Abstain_____)

Motion to appoint Maureen Joyce, Business Administrator/Board Secretary, as custodian of government records, and to appoint Dr. Thomas J. Altonjy, Superintendent, as custodian of student and personnel records, in compliance with the Open Public Records Act for the 2012-2013 school year.
(Motion_____Second_____/Yes_____No_____Abstain_____)

D. Minutes of the previous Regular and Executive Session meetings- Ms. Maureen Joyce
(Motion_____Second_____/Yes_____No_____Abstain_____)

E. Communications - Ms. Joyce

F. Citizens Participation – concerning action items.

G. Superintendent's Report - Dr. Thomas J. Altonjy

H. Committee Reports

I. Action Items:

I. Personnel

*1. Motion to approve employment of Ms. Kimberly Unangst as the Director of Special Education for the 2012/2013 school year with an annual salary to be determined.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*2. Motion to approve employment of Ms. Jaclyn Russo as the Director of Guidance for the 2012/2013 school year with an annual salary of \$90,000, effective July 1, 2012.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*3. Motion to accept, with regret, the resignation of Ms. Megan Duke, middle school Health & Physical Education teacher, effective June 30, 2012.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*4. Motion to accept, with regret, the resignation of Ms. Amanda Grieme, high school English teacher, effective June 30, 2012.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*5. Motion to approve employment of Mrs. Tara Paulus as a high school English teacher, for the 2012-2013 school year on Step B-2, BA, with an annual salary to be determined when negotiations are finalized.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*6. Motion to approve employment of Mr. Jeffrey Case, high school Biology teacher, for the 2012-2013 school year on Step B-2, BA, with an annual salary to be determined when negotiations are finalized.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*7. Motion to approve employment of Dr. Christine Scarloss as a maternity replacement German teacher at the high school on Step A-1, M+45, with an annual salary to be determined when negotiations are finalized.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*8. Motion to approve employment of Mr. Kevin Call as the Head Athletic Trainer for the 2012-2013 school year, with his salary to be determined.
(Motion_____Second_____/Yes_____No_____Abstain_____)

*9. Motion to approve employment of the attached personnel list "A" of tenured, certificated teaching staff for the 2012/2013 school year, with salaries to be determined when negotiations are finalized. (Attachment A)
(Motion_____Second_____/Yes_____No_____Abstain_____)

*10. Motion to approve employment of the attached personnel list "B" non-tenured, certificated teaching staff for the 2012/2013 school year, with salaries to be determined when negotiations are finalized. (Attachment B)
(Motion_____Second_____/Yes_____No_____Abstain_____)

*11. Motion to approve employment of the attached personnel list "C" non-tenured, certificated teaching staff with eligibility for tenure on the appropriate date for the 2012/2013 school year, with salaries to be determined when negotiations are finalized. (Attachment C)
(Motion_____Second_____/Yes_____No_____Abstain_____)

*12. Motion to approve employment of the attached personnel list “D” [salaries to be determined] of the following tenured twelve month certificated administrative staff for the 2012/2013 school year. (Attachment D)

(Motion_____Second_____/Yes_____No_____Abstain_____)

*13. Motion to approve employment of the attached personnel list “E” [salaries to be determined] of the following non-tenured twelve month certificated administrative staff with eligibility for tenure on the appropriate date for the 2012/2013 school year. (Attachment E)

(Motion_____Second_____/Yes_____No_____Abstain_____)

*14. Motion to approve employment of the attached personnel list “F” [salaries to be determined] of the following non-tenured twelve month certificated administrative staff for the 2012/2013 school year. (Attachment F)

(Motion_____Second_____/Yes_____No_____Abstain_____)

*15. Motion to approve employment of Mr. Patrick Murphy as Director of Plants and Facilities for the 2012-2013 school year with an annual salary to be determined.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*16. Motion to approve employment of Ms. Rosemary Kuebler, Payroll/Benefits Specialist for the 2012/2013 school year with a change of an 80% assignment to a full time assignment with an annual salary to be determined.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*17. Motion to approve employment [salaries to be determined] of the following twelve month Confidential Secretaries for the 2012/2013 school year:

Michele Sbriscia, Superintendent’s Secretary

Diane Gogal, Business Administrator’s Secretary

Mary Anne Broennle, Payroll Specialist (80%)

Joanne Durham, Accounts Payable Specialist

Gaylene Whitmore, Director of Curriulum’s Secretary from 7/1/12 to 9/30/12

(Motion_____Second_____/Yes_____No_____Abstain_____)

*18. Motion to approve employment [salary to be determined] of Mr. James Miller as Treasurer of School Monies for the 2012-2013 school year.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*19. Motion to approve employment of the following twelve month secretaries for the 2012-2013 school year, with annual salaries to be determined when negotiations are finalized:

Linda Andreoli	Sherri Tomek	Bonnie Schwind
Jean Bracey	Laurie Macko	Terry Hodge (ten- month)
M. Joan Duryea	Kim Salter	Robin Wright
Sherry Leh	Nancy Stasyszyn	
Catherine Lifer	Sherry Sarte	

(Motion_____Second_____/Yes_____No_____Abstain_____)

*20. Motion to approve employment of the following School Resource Personnel for the 2012-2013 school year, with annual salaries to be determined when negotiations are finalized:

Arthur Quigley, Director	Jill Kirkendall
Mark Bond	Norman Viebrock
Michael Exley	Robert Kovacs
Charmaine Politano	Kathy Staples

(Motion_____Second_____/Yes_____No_____Abstain_____)

*21. Motion to approve employment of the following paraprofessionals for the 2012-2013 school year, with salaries to be determined when negotiations are finalized:

Priscilla Jacobson	Holly Newton
Tammie Kerkendall	Thomas Powers
Barbara Kolodziejczyk	Marshall Wiemer
Bela Shah – Library Assistant	

(Motion_____Second_____/Yes_____No_____Abstain_____)

*22. Motion to accept, with regret, the resignation of Mr. Donald Johnson, athletic/extra-curricular bus driver, effective May 11, 2012.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*23. Motion to approve Ms. Leeann Bartushak and Ms. Nichelle Rando as substitute school nurses for 2011/2012 school year at a per diem rate of \$125.00.

(Motion_____Second_____/Yes_____No_____Abstain_____)

II. Education and Policy

*1. Motion to accept, with regret, the resignation of Mrs. Nancy Fallen, Warren Hills Regional Board of Education member, effective June 1, 2012.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*2. Motion to affirm the administrative decisions regarding the following HIB case:

HS – 2012 073

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

*3. Motion to accept the following donations:

Teacher	Donor	Amount	Purpose
Daniel Cullen & Jessica Rader	Exxon Mobil	\$500.00	BD Classes Cultural Culinary Experience
Robin Fohr	Exxon Mobil	\$750.00	U Got Brains Program
Sheila Alway, Meredith Borrelli, Patricia Corvino, Susan DeYoung, Courtney Flowers, Shannon Klinder & Deborah Post	Exxon Mobil	\$750.00	Middle School 8 th Grade Language Arts Literacy Teachers for Book Clubs

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

*4. Motion to approve the 2012-2013 school year calendar.

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

*5. Motion to approve the Marzano Teacher Evaluation Model for implementation in the 2012-2013 school year, as recommended and approved by the district advisory committee, and to approve Warren Hills Regional to serve as the LEA for the Warren Hills Cluster.

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

*6. Motion to approve the following Travel and Conference Requests for the following individuals:

James Momary	5/19/2012	N.J. School Boards Association Delegate Assembly	West Windsor, NJ
Hope Hollenbeck	5/30/2012	Open Forum on HIB Law	Mt. Villa School Allamuchy, NJ
Maggie Devine	6/6/2012	Warren County Consortium for Student Enrichment	Lopatcong Township Middle School

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

*7. Motion to approve the following Field Trip Requests for the following individuals:

David Rader	5/26/2012	Principles of Engineering Classes to Robotics Compet.	Bridgewater/Raritan High School
David Rader	5/19/2012	Principles of Engineering Classes to Robotics Compet.	Montgomery High School
Julia Henning	5/22/2012	7 th Grade ALC class Walking to HS	WHRHS – Ropes course
Lauren Voight & Mary Romond	6/7/2012	Select Choir to Top Ten Awards Dinner	Warren County Vocational School
Cristy Ortu	6/11-14/2012	Math Lab Classes to read to elementary students	Taylor Street Elementary School

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

*8. Motion to approve the additional Warren Hills Regional Board of Education term, based on the 2010 federal census [reduces Washington Borough seats from three to two and increases Washington Township seats from two to three], to be a two-year term, from January 1, 2013 through December 31, 2014.

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

*9. Motion to approve St. Lukes Warren Hospital Concussion Center to conduct a study regarding concussions in high school athletes.

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

*10. Motion to approve a Resolution to apply for funds to support implementation of the *Anti-Bullying Bill of Rights Act* for the purposes described in the application, in the amount of \$8,979.00.

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

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approve the April, 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 April, 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.

(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 April, 2012.

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

*5. Motion to approve a Resolution authorizing the disposal of surplus property conducted by GovDeals pursuant to State Contract A-70967/T2581. (attached)

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

*6. Motion to approve an Independent Contractor Agreement with Therapeutic Rehabilitation Services, LLC, for the 2012/2013 school year, at the rate of \$36.00 per 20 minute treatment session.

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

*7. Motion to approve an Independent Contractor Agreement with Alison Arakelian for occupational therapy services commencing April 30, 2012, and continuing until June 30, 2013, at the rate of \$80.00 per hour.

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

*8. Motion to approve the following per pupil tuition rates for non-resident students attending Warren Hills Regional programs for the 2012/2013 school year:

High School (including Oxford)	\$14,500
Middle School	\$14,500
Behavioral Disabilities (BD)	\$25,755
Multiple Disabilities (MD)	\$34,691
Learning Disabilities (LD)	\$14,621
Autistic	\$51,027

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

*9. Motion to approve a tuition contract with Oxford Township School District to accept 84 students to the Warren Hills Regional High School for the 2012/2013 school year at a tuition rate of \$14,500 per student.

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

*10. Motion to approve a tuition contract with Phillipsburg School District to accept one student to the Warren Hills Regional High School Autistic program for the 2012/2013 school year at a tuition rate of \$51,027.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*11. Motion to approve a tuition contract with Lopatcong Township School District to accept one student to the Warren Hills Regional High School LD program for the 2012/2013 school year at a tuition rate of \$14,621.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*12. Motion to approve a tuition contract with Lopatcong Township School District to accept one student to the Warren Hills Regional High School Autistic program for the 2012/2013 school year at a tuition rate of \$51,027.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*13. Motion to approve a tuition contract with North Warren Regional School District to accept one student to the Warren Hills Regional High School MD program for the 2012/2013 school year at a tuition rate of \$34,691.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*14. Motion to approve a Contract Agreement for Transitional Program Services for Student 20-12 to attend Abilities of Northwest Jersey, Inc. for the 2011/2012 school year, commencing May 11, 2012, in the amount of \$200.00 per day for every day in attendance.

(Motion_____Second_____/Yes_____No_____Abstain_____)

*15. Motion to approve a tuition contract for one Warren Hills student to attend Hunterdon County ESC Schools, Sawmill Campus, for the 2011/2012 school year, commencing April 23, 2012, at a tuition rate of \$14,500 per annum, prorated.

(Motion_____Second_____/Yes_____No_____Abstain_____)

J. Citizens Participation

K. 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 not anticipated.

L. Reconvene

M. Adjournment

***Roll Call**