

**Warren Hills Regional
Board of Education
Regular Meeting
October 15, 2013**

The Warren Hills Regional Board of Education met in Regular Meeting on October 15, 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 Maureen Joyce. Members present were John Bell, Daniel Brundage, Linda Feller, Donna Golda, Kathleen Halpin, Theresa Iacobucci, Lisa Marshall and Donna Sbriscia. Also present were Thomas Altonjy and Maureen Joyce.

Minutes

Moved by John Bell and seconded by Daniel Brundage to approve the Minutes of the Regular and Executive Session meetings of October 1, 2013.

Ayes 7 Nays 0
Abstain 1 (Sbriscia)

Comm.

Communications: None.

Citizens Part

Citizens Participation: None.

Supt's Report

Superintendent's Report:

Dr. Altonjy reported on the following:

1. Mr. Lubrecht reports the following accomplishments of our student athletes...Justin Iaione led the varsity football team to its second victory, a 41-35 defeat of Hillside on Friday, 4 October. In the game Justin gained 330 yards – a new school record! He also scored five touchdowns and was nominated for the NJ101.5 (radio) New Jersey Athlete of the week. The field hockey team as well as the boys and girls soccer team competed in the Hunterdon-Warren-Sussex Tournament, with our field hockey team advancing to the semi-finals and the girls' soccer team moving to the quarter finals. The boys' cross-country team finished in first place in the Warren County Invitational!

2. High School Health and Physical Education teacher, Mrs. Kim Eilenberger, conducted a research study related to public health needs. Her research team consisted of WHRHS graduates. Mrs. Eilenberger recently received information from the National Society for Public Health Education (SOPHE) indicating that the research study conducted by Warren Hills Regional has been selected for presentation at the National SOPHE conference in Baltimore, Maryland in March 2014. We wish to congratulate Mrs. Eilenberger and all the students for this wonderful recognition.

3. On Monday, 7 October, the chairperson for the upcoming strategic planning protocol visitation team visited the district. The Excellence By Design (EBD) protocol is progressing through final preparations prior to the validation team visit 12 – 15 November. High School Assistant Principal, Mrs. Rader, met with our chairperson to discuss logistical needs and visitation schedules for each day of the visit. The chairperson received a tour of both schools and had the opportunity to meet with Mrs. Hetrick and Mr. Clymer. Mrs. Rader and the Internal Coordinators are thanked for their efforts as they have drafted a tentative schedule that will be followed by the visitation team.

4. The district schools recognized and participated in the Week of Respect last week. Some highlights of the week included:

- At the high school, the theme for the week was “Courage to Make a Stand.”
- Peer leaders visited all freshmen homerooms to discuss planned events and the rationale behind the week.
- Students wrote about a time they did something courageous on a note card. Peer Leaders collected all note cards and created posters which were hung in school for the week.
- Peer Leadership Recruitment was held with Peer Leaders making presentations about the importance of joining the organization in World History classes.
- During lunch period, a “Courage to Make a Stand” banner was developed and all students were given the opportunity to sign the banner and receive a bracelet with the Respect Week logo.

- Various clubs in the high school explored respect issues, including the Human Rights Club, SAVE, Best Buddies, and GSA.
- At the middle school, “Pay It Forward Day” was held where students completed one nice deed for a student/staff member and inspired acts of kindness in our school and community.
- The Rachel’s Challenge/Roots Club met after school to create materials to decorate the school to promote respect in the building.
- Middle School Peer Leaders read “respect” quotes during the morning announcements.
- On Friday, 11 October, Wear Blue (the color of respect) in honor of Week of Respect was the order of the day!

5. The National Honor Society inducted eight (8) new senior members on 8 October in a ceremony that featured Mr. Ari Eisner as the keynote speaker.

6. Warren Hills Regional’s Parent-Teacher-Student Association (PTSA) is planning a Tricky-Tray fundraising activity to fund their MAGIC awards for special classroom/school projects and have begun meetings to begin planning the event. Mark your calendars for Saturday evening, 22 March 2014!

7. The Middle School International Club received a nice thank you letter from the Warren Hills Animal Society, Inc. for the club’s recent donation to their shelter.

8. On 1 October, the NJDOE Office of Fiscal Accountability and Compliance conducted a follow-up review of the district’s Corrective Action Plan submitted in response to the Ed Jobs Monitoring of Title I and II and federal Educational Jobs funding. On 2 October, we received a letter from the Director confirming that all corrective actions had been successfully implemented in the timeline established.

9. Toni Manfra, Theresa Wilson, Andy Oakley, and Kevin Horn, high school English teachers, collaborated to create a performance scale for their classrooms that includes both Common Core and Marzano language. This performance scale is now in use in multiple departments and in both the middle and high school.

10. The district is conducting an iPad pilot with several teachers in the English and Math Departments in order to provide the opportunity for selected teachers to examine content specific apps to enrich curricula.

11. The following information summarizes the district mandated reporting for violence and vandalism for the 2012-2013 school year:

School	Category	Type	Number of Incidences		
			10-11	11-12	12-13
Middle School	Violence	Assault	3	0	0
		Fight	5	2	0
		HIB	3	25	17
		Threat	0	0	1
		UNDUPLICATED TOTAL	10	27	18
	Vandalism	Damage to Property	0	0	0
		Theft	0	0	0
		Fire Alarm Offense	0	0	1
		UNDUPLICATED TOTAL	0	0	1
	Weapon	Other Weapon Used in Offense	0	0	0
		Possession of Other Weapon	1	1	0
		UNDUPLICATED TOTAL	1	1	0
	Substance Abuse	Use confirmed	4	0	0
		Possession	6	0	0
		Distribution	4	0	0
UNDUPLICATED TOTAL		7	0	0	
High School	Violence	Assault	3	2	7
		Fight	13	3	9
		HIB	2	38	14
		Threat	0	0	2
		UNDUPLICATED TOTAL	17	43	32
	Vandalism	Damage to Property	2	1	3
		Theft	1	2	0
		Fire Alarm Offense	0	0	0
		UNDUPLICATED TOTAL	3	3	3
	Weapon	Other Weapon Used in Offense	1	0	2
		Possession of Other Weapon	2	0	0
		UNDUPLICATED TOTAL	2	0	0
	Substance Abuse	Use Confirmed	2	0	2
		Possession	1	6	3
		Distribution	0	0	1
UNDUPLICATED TOTAL		2	6	4	

In total, the following summarizes the total unduplicated incidences:

Category	Middle School			High School		
	10-11	11-12	12-13	10-11	11-12	12-13
Violence	10	27	18	17	43	32
Vandalism	0	0	1	3	3	3
Weapon	1	1	0	2	0	0
Substance Abuse	7	0	0	2	6	4
TOTAL	18	28	19	24	52	39

12. Congratulations to the Warren Hills Debate Team on their outstanding performances at the Princeton University Moot Court Tournament held on 11 & 12 October. The following achievements were realized: Sean Graham, Kyle Henderson, Megan McGaha, Amy Flynn, Summer Andrews, and Garrett Foley advanced to the Round of 16; Michael Mancuso and Rob Servilio advanced to the Quarterfinal Round; James Duffy and Saina Yadlapalli advanced to the Final Round and won First Place; Rob Servilio and Saina Yadlapalli earned Top Attorney Awards and James Duffy won the First Place Overall Top Attorney Award!

13. The first series of this year's Superintendent Forums was held last week with nineteen (19) parents in attendance. The discussions were engaging, interesting, and help the communication between myself and parents in order to understand our district and strive to improve. I would like to thank all those parents who attended and I encouraged them to bring at least one friend to the next series in January.

14. Congratulations to Mrs. Courtney Hoffman, who received a wonderful email from a parent of a current 9th grade student and former student, thanking her for her ability to connect with her son and to not only get him interested and confident in mathematics, but for moving him from barely *proficient* on the NJASK into the *advanced proficient* range, as he continues to excel in high school.

15. Tonight, I am proud to introduce three of our district administrators – Mrs. Dawn Moore, Director of Curriculum & Instruction, Ms. Jackie Russo, Director of Guidance, and Ms. Kim Unangst, Director of Special Education – who will be presenting the district's 2012-2013 assessment results. I know that the Board of Education will find the presentation informative and valuable. Please know that the presentation will also be posted on the district website.

Comm.
Reports

Committee Reports:

Mrs. Halpin reported on the Ed Council meeting.

Mrs. Golda reported on the Climate Committee meeting.

Mrs. Iacobucci reported on the Middle States meeting and Personnel meetings.

Mr. Brundage reported that the Student Activity committee met regarding club proposals.

Mrs. Feller reported on the Ed and Policy committee meeting, addressing some parent concerns and policy review.

Dr. Altonjy recommended all personnel items.

I. PERSONNEL

Retire S. Alway Moved by Theresa Iacobucci and seconded by John Bell to accept, with regret, the retirement of Mrs. Sheila Alway, high school English teacher, effective January 1, 2014.

ROLL CALL VOTE: Ayes 8 Nays 0

Resign D. Kwiecinski Moved by Theresa Iacobucci and second by John Bell to accept, with regret, the resignation of Mrs. Dana Kwiecinski, high school Special Education teacher, effective December 2, 2013, or sooner if mutually agreed.

ROLL CALL VOTE: Ayes 8 Nays 0

Stipend Moved by Theresa Iacobucci and seconded by John Bell to approve the following individuals for an additional stipend of \$1,300 per semester for an additional prep period:

Jessica Morgan Kim Roost

ROLL CALL VOTE: Ayes 8 Nays 0

Job Description Moved by Theresa Iacobucci and seconded by John Bell to approve the job description of Accountant.

ROLL CALL VOTE: Ayes 8 Nays 0

Substitute Nurse Moved by Theresa Iacobucci and seconded by John Bell to approve employment of Ms. Christina Richards as a substitute school nurse for the 2013-2014 school year.

ROLL CALL VOTE: Ayes 8 Nays 0

Substitute Teachers Moved by Theresa Iacobucci and seconded by John Bell to approve employment of the following individuals for addition to our substitute teachers' list for the 2013-2014 school year:

Erica Russell Eric Lee

ROLL CALL VOTE: Ayes 8 Nays 0

Field Experience Moved by Theresa Iacobucci and seconded by John Bell to approve Ms. Taylor Muzzey-Nessa, Northampton Community College student, to do 10 hours of observation in special education classes as part of her field experience under the supervision of Mr. Clymer and Ms. Unangst.

ROLL CALL VOTE: Ayes 8 Nays 0

Field Experience Moved by Theresa Iacobucci and seconded by John Bell to approve Ms. Courtney Wright, Montclair State University student, to observe vocal music classes as part of her field experience under the supervision of Mr. Clymer and Ms. Voight.

ROLL CALL VOTE: Ayes 8 Nays 0

II. EDUCATION AND POLICY

Vandalism & Violence Moved by Linda Feller and seconded by Donna Sbriscia to accept the annual Vandalism & Violence Report for the school year 2012-2013 as reported by the superintendent.

ROLL CALL VOTE: Ayes 8 Nays 0

NJSSAC Moved by Linda Feller and seconded by Donna Sbriscia to approve submission and accuracy of the NJQSAC Statement of Assurance (SOA) for the school year 2013-2014 to the New Jersey Department of Education.

ROLL CALL VOTE: Ayes 8 Nays 0

Nursing Plan Moved by Linda Feller and seconded by Donna Sbriscia to approve the Nursing Services Plan for the 2013-2014 school year as per N.J.A.C. 6A:16-2.18 (B).

ROLL CALL VOTE: Ayes 8 Nays 0

HIB Case Moved by Linda Feller and seconded by Donna Sbriscia to affirm the administrative decision regarding the following final HIB case for the 2013-2014 school year:

MS-13-14 - 001

ROLL CALL VOTE: Ayes 8 Nays 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 8 Nays 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 8 Nays 0

III. BUDGET AND FINANCE

Financial Reports Moved by Kathleen Halpin and seconded by Lisa Marshall to approve the September, 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 September, 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.

ROLL CALL VOTE: Ayes 8 Nays 0

Bills Moved by Kathleen Halpin and seconded by Lisa Marshall to approve the regular lists of bills.

ROLL CALL VOTE: Ayes 8 Nays 0

Transfers Moved by Kathleen Halpin and seconded by Lisa Marshall to approve transfers.

ROLL CALL VOTE: Ayes 8 Nays 0

Student Activities Moved by Kathleen Halpin and seconded by Lisa Marshall to approve Student Activity transactions for the month of September, 2013.

ROLL CALL VOTE: Ayes 8 Nays 0

Food Services Moved by Kathleen Halpin and seconded by Lisa Marshall to approve food service account transactions for the months of July through September, 2013.

ROLL CALL VOTE: Ayes 8 Naves 0

Tuition Contracts Moved by Kathleen Halpin and seconded by Lisa Marshall to approve a Special Education tuition contract for Student 32-14 to attend Belvidere School District for the 2013-2014 school year, commencing September 1, 2013, at a tuition rate of \$13,500.

ROLL CALL VOTE: Ayes 8 Naves 0

Coordinated Transportation Moved by Kathleen Halpin and seconded by Lisa Marshall to approve a Resolution for Participation in Coordinated Transportation with Hunterdon County Educational Services Commission for the 2013-2014 school year, including an administration fee of 5.5%.

ROLL CALL VOTE: Ayes 8 Naves 0

Maintenance Plan Moved by Kathleen Halpin and seconded by Lisa Marshall to approve the Annual Required Maintenance Budget Amount Worksheet [Form M-1] and the FY 2014-2015 Comprehensive Maintenance Plan.

ROLL CALL VOTE: Ayes 8 Naves 0

Citizens Part. Citizens Participation:

Parent Ed Teddick made a brief presentation about the GPA's and how they are calculated by Warren Hills and the impact on his son's GPA and other students. Discussion followed.

Adjournment Moved by Kathleen Halpin and seconded by Lisa Marshall to adjourn at 8:30 p.m.

Ayes 8 Naves 0

Maureen Joyce
Business Administrator/Bd. Sec'y.

dmg