

**Warren Hills Regional
Board of Education
Regular Meeting
October 16, 2012**

The Warren Hills Regional Board of Education met in Regular Meeting on October 16, 2012 at 7:00 p.m. in the Board Meeting Room.

Call to Order

The meeting was called to order by Theresa Iacobucci, 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 Daniel Brundage, Linda Feller, Donna Golda, Kathleen Halpin, Richard Havrisko, Theresa Iacobucci, James Momary and Donna Sbriscia. Also present were Thomas Altonjy and Maureen Joyce.

Minutes

Moved by Donna Golda and seconded by Donna Sbriscia to approve the Minutes of the Regular and Executive Session meetings of October 2, 2012.

Ayes 8 Nays 0

Comm.

Communications: None.

Citizens Part

Citizens Participation: None.

Supt's Report

Superintendent's Report:

Dr. Altonjy reported on the following:

1. HIB Week of Respect was conducted last week in both the middle school and high school. The specific activities included:

Middle School

- Peer leaders read quotes on the announcements about respect.
- During lunch, students signed a pledge to show respect in our school with slips of paper linked together to make a large chain that is displayed.
- Homeroom was extended to view Character Education clips.
- Builders Club read a poem about respect during the daily announcements.
- The ROOTS survey (the Princeton University grant anti-bullying program we were awarded) was administered under the guidance of the middle school anti-bullying specialist, Ms. Hope Hollenbeck. The extensive survey will provide us with baseline data that will formulate action plans after the data is analyzed.
- The Student Council sponsored “wear blue for respect” day.
- Teachers were emailed Week of Respect resources to utilize in lesson planning two weeks prior to Week of Respect.
- SAC webpage was updated with respect resources prior to this week.
- Peer Leaders and Rachel’s Challenge Club decorated the school with posters about the Week of Respect.

High School

- Our peer leaders coordinated and planned a week of messages, information and discussion that incorporated several of our current school groups. Each day a club announced a message in the morning. The clubs involved were: Peer Leaders, Gay and Straight Alliance, S.A.V.E.(Environmental Club), and the Human Rights/Diversity Club.
- A culminating activity was a showcase in the library hosted by our peer leaders on Friday of the Week of Respect.

2. Homecoming/spirit week at the high school was extremely successful. The Senior Class won the alcove decorating contest with their theme of *Candyland*. The outdoor pep rally was a huge hit. Mrs. Weisenstein, advisor, and the executive committee of the Student Council are commended for the time and effort they put forth. Student participation in the pep rally was evident through the different games and events run by the student council. The Homecoming Queen and King were crowned during halftime of the football game on Friday evening, 12 October. The Queen is Amanda Guth and the King is Ryan Callahan. The homecoming carnival was well attended and the students showed their spirit during the dodge ball competition and the carnival activities held in the competition gym.

3. The middle school *Rachel’s Challenge Award* recipients include Alex Hufford, Aubrey Holzman, Allison Tietz, and Xaviera Wilson for staying after school to work on their homeroom’s door for the Character Door Decorating Contest; Chyanne Shoemaker for finding money and turning it in; Devin McCabe for helping with the Rachel’s Challenge Respect Chain; Lara Cook and Brittany Smith for helping out with Science Club on Back to

School Night, Ms. Braunstein for helping Mrs. Ortu to keep all students working hard in class; Tyler Sylvester for being a great salesman on Back to School Night; and Wesley Horton and Jared Best for helping with the Bagel-Grams on Back to School Night.

4. Representative Scott Garrett visited the Middle School at the invitation of Mrs. Jessica Rader to speak to students about leadership, civic responsibility and government as part of the experiences included in her HIPP grant. Students from her classes, some social studies classes, and student leaders were invited to attend. Mr. Garrett spoke to students, allowed for a question and answer period, and posed for photographs with students and staff.

5. Congratulations to the high school Debate Team and their advisors, Mrs. Giamoni and Mr. Downs, on their outstanding performances at the Princeton University Moot Court Tournament, a competition that took place on Friday, 12 October and Saturday, 13 October. The following students received special recognition:

Nathan Detrick and Sydney Jenkins advanced to the Round of "Top 8 Teams;" James Duffy and Saina Yadlapalli advanced to the Semi-Final Round and achieved Third Place overall;

Lucy Finnegan and Alex Holzman advanced to the Final Round and achieved Second Place overall.

In addition, there were 60 students at the competition representing four different states (New Jersey, New York, Connecticut, and Rhode Island). Out of the 60 students, ten students were identified with Top Attorney Awards and Warren Hills students won THREE of those awards: James Duffy, Alex Holzman, and Saina Yadlapalli.

6. Congratulations to our student athletes for the following accomplishments:

- Field Hockey Team – undefeated Raritan Division Champions
- Girls Tennis Team – State Playoff win over Rahway
- Warren Hills Athletes of the Week,
 - Sydney Muntone – (Field Hockey) for the week of 8-13 October. Sydney was also the *Express-Times* Field Hockey Player of the Week.
 - Corinne Boucher – (Cross Country) for the week of 15-20 October.

7. Mr. Quinto and Ms. Bartek presented recently at the new staff's monthly meeting. Their presentation reinforced several strategies teachers already use in the classroom and served as a good summary. Most importantly, they presented connections of classroom management strategies to the new Marzano evaluation model we have been exploring. Their presentation was shared with all staff through Mrs. Moore. Thanks to both of these teachers for helping to bridge connections for our new staff!

8. A reminder that the Ryan's Story assembly program will be presented at the high school on Monday, 29 October and at the middle school on Tuesday, 30 October. The parent presentation will be on Tuesday evening, 30 October, in the high school auditorium at 7:00PM. All parents and community members are invited to attend!

9. The first series of this year's Superintendent Forums was held last week with seventeen (17) 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. Mrs. Moore also attended as a guest speaker and held conversation regarding the ongoing revision of summer assignments and the district's Five Year Curriculum Plan. 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.

10. Last evening, twelve 12th Grade students were inducted into our high school's chapter of the National Honor Society. This additional induction ceremony was specially designed to assist our eligible seniors for acceptance and full involvement with the society's activities throughout the year. Congratulations to the following students and their advisor, Mrs. Laws:

Paige Cahoon	Cassandra O'Malley
Alex Holzman	Faith Ryan
Costel Lascu	William Smith
Vidyanand Mangru	Ezra Tarlowe
Evan Melquist	Louis Vitti
Nancy Moemen	Joshua Zins.

11. Tonight, I am proud to introduce two of our teachers and two of our students who will be making a presentation regarding our *Best Buddies* program. The advisors, Ms. McDowell and Mrs. Menke are joined by student leaders, Jenna Karahalios and Tess Edwards. We will be hearing about this great program, the summer leadership conference, and planned fundraisers and events.

Comm.
Reports

Committee Reports:

Mrs. Feller reported that 12 policies were reviewed at today's policy meeting.

Mrs. Halpin reported that Negotiations Committee met regarding administrative contracts.

Dr. Altonjy recommended all personnel items.

I. PERSONNEL

Change
Leave

Moved by Donna Golda and seconded by Daniel Brundage to change leave of absence dates for Cristy Ortu as follows:

Maternity/sick leave 10/15/12 through 1/8/2013 and Family Leave of Absence, without pay, effective 1/9/2013 through 4/30/2013.

Cristy plans to return to WHR on May 1, 2013.

ROLL CALL VOTE: Ayes 8 Nayes 0

Employ P. Wintersteen Moved by Donna Golda and seconded by Daniel Brundage to approve employment of Mrs. Patricia Wintersteen as a maternity leave replacement high school health and physical education teacher for the period November 26, 2012 through February 11, 2013 at the per diem rate of \$249.87.

ROLL CALL VOTE: Ayes 8 Nayes 0

Employ C. Rosenka Moved by Donna Golda and seconded by Daniel Brundage to approve employment of Ms. Christal Rosenka as a high school guidance counselor for the 2012-2013 school year on Step F-6, M, \$59,368, prorated, effective as soon as practical.

ROLL CALL VOTE: Ayes 8 Nayes 0

Employ A. Quigley Moved by Donna Golda and seconded by Daniel Brundage to approve employment of Mr. Arthur Quigley as the Director of School Resource Personnel, with an annual salary of \$45,000 for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 8 Nayes 0

Employ P. Murphy Moved by Donna Golda and seconded by Daniel Brundage to approve employment of Mr. Patrick Murphy as the Director of Plants & Facilities, with an annual salary of \$91,000 for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 8 Nayes 0

District Office Moved by Donna Golda and seconded by Daniel Brundage to approve employment and attached list of salaries for the 12-month District Office staff for the 2012-2013 school year [Attachment A].

ROLL CALL VOTE: Ayes 8 Nayes 0

Technology Staff Moved by Donna Golda and seconded by Daniel Brundage to approve employment and attached list of salaries for the 12-month Technology Staff for the 2012-2013 school year [Attachment B].

ROLL CALL VOTE: Ayes 8 Nayes 0

Employ J. Miller Moved by Donna Golda and seconded by Daniel Brundage to approve employment and salary of \$7,000 for Mr. James Miller as Treasurer of School Monies for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 8 Nayes 0

Custodial/ Maintenance Moved by Donna Golda and seconded by Daniel Brundage to approve employment and the attached list of salaries for the Custodial/ Maintenance Staff for the 2012-2013 school year [Attachment C].

ROLL CALL VOTE: Ayes 8 Nayes 0

Salary Change Moved by Donna Golda and seconded by Daniel Brundage to approve a change in degree status and salary for Mr. Christopher Corey for the 2012-2013 school year to Step E, MA+15, with an annual salary of \$60,063, retroactive to September 1, 2012.

ROLL CALL VOTE: Ayes 8 Nayes 0

Robotics Advisor Moved by Donna Golda and seconded by Daniel Brundage to approve employment of Mr. Ari Eisner as the Project FIRST/Robotics Advisor for the 2012-2013 school year with a stipend of \$3,200.

ROLL CALL VOTE: Ayes 8 Nayes 0

Substitute Custodians Moved by Donna Golda and seconded by Daniel Brundage to approve an hourly rate of \$12.75/hour for substitute/special events custodians for the 2012-2013 school year, effective October 16, 2012.

ROLL CALL VOTE: Ayes 8 Nayes 0

Student Teacher Moved by Donna Golda and seconded by Daniel Brundage to approve a Student Teacher Placement for Fairleigh Dickinson University student, Jackie Fox-Greer, for the period January 21, 2013 through May 3, 2013, under the direction of high school Biology teacher, Jill Greco.

ROLL CALL VOTE: Ayes 8 Nayes 0

II. EDUCATION AND POLICY

HIB Cases Moved by Linda Feller and seconded by Donna Sbriscia to affirm the administrative decisions regarding the following HIB cases:

MS-12/13-001 through 12/13-003

ROLL CALL VOTE: Ayes 8 Nayes 0

Revised Policies

Moved by Linda Feller and seconded by Donna Sbriscia to approve the first reading of the following revised selected policies for inclusion in the district’s policy manual, as endorsed by the superintendent and Education and Policy Committee:

- 3282 Use of Social Networking Sites [Teaching Staff]
- 4282 Use of Social Networking Sites [Support Staff]

ROLL CALL VOTE: Ayes 8 Nayes 0

Revised Policies

Moved by Linda Feller and seconded by Donna Sbriscia to approve the second and final reading of the following revised selected policies for inclusion in the district’s policy manual, as endorsed by the superintendent and Board of Education:

- 2110 Philosophy of Education/District Mission Statement
- 3324 Right of Privacy – Teaching Staff Members
- 4324 Right of Privacy – Support Staff Members
- 5561 Use of Physical Restraint + regulations
- 5570 Sportsmanship + regulations
- 7520 Loan of School Equipment
- 8613 Waiver of Pupil Transportation
- 9160 Public Attendance at School Events
- 9162 Athletic Code of Conduct

ROLL CALL VOTE: Ayes 8 Nayes 0

Travel & Conference

Moved by Linda Feller and seconded by Donna Sbriscia to approve the following Travel and Conference Requests for the following individuals:

Date	Name	Title	Location	Cost
11/13/2012	Hope Hollenbeck	Anti-Bullying Bill of Rights Workshop	Monroe, NJ	N/A
10/9,12/10/2012 & 3/20 & 5/6/2013	Toni Manfra & Debbie Post	Literacy Consortium	Kean University	Mileage
11/2/2012	Patrick Murphy	Leadership Skills in Facilities Management	Somerset, NJ	Mileage
11/13/2012	Catherine O’Neal	Updates on state & federal financial aid programs	College of St. Elizabeth	Mileage
10/9/2012	Susan Rader, Jaclyn Russo & Tim Downs	Visiting out-of-district facilities	Montgomery & Somerset Academies	Mileage

11/14/2012	Larry Cascio	Workshop on Personalized Student Learning Plans	NJ Dept of Ed at Holiday Inn, E. Windsor, NJ	Mileage
12/18/2012	Jodi Edmonds	Common Core Standards in Writing	Allentown, PA	\$225.00 Regist. + mileage
10/9/2012	Adam Tucker	Warren Co. Technology Consortium	Phillipsburg School District	Milage
10/16/2012	Lorraine Morris	Re-evaluation meeting	Wharton, NJ	Mileage
12/14/2012	Terrence Dolan	NJ Association of School Psychologists Conference	Jamesburg, NJ	\$100 regist. + mileage
11/15/2012 [new date]	Rosemary Kuebler & Mary Anne Broennle	Payroll training & networking	Flemington, NJ	Mileage
10/22/2012	Penny Giamoni	NJSBF Mock Trial Workshop	New Brunswick, NJ	N/A
11/30/2012	Margaret Devine	NJ Assoc. of School Librarians Conf.	Long Branch, NJ	\$85 regist + \$108 hotel + mileage

ROLL CALL VOTE: Ayes 8 Nayes 0

Field Trip
Requests

Moved by Linda Feller and seconded by Donna Sbriscia to approve the following Field Trip Requests for the following individuals:

12/14/2012	Lauren Voight	Advanced Choir & Select Choir Perform	Somerville, NJ
3/23/2012	Lauren Voight	Select Choir to choral festival	Roxbury High School
10/26/2012	Nicole Silvis	8 th Grade ALC- community activities	Camp Mohican, Blairstown, NJ
1/11/2013	Marilyn Patterson	WHR FFA to Harrisburg Farm Show	Harrisburg, PA
5/21-23/2013	Marilyn Patterson	WHR FFA to leadership conference	Rutgers University
11/7/2012	Shannon McDowell & Karen Menke	AU/MD classes – community based instruction	Kittatinny High School

ROLL CALL VOTE: Ayes 8 Nayes 0

State Board Standards Moved by Linda Feller and seconded by Donna Sbriscia to approve the curriculum as aligned to the current State Board adopted Standards: English Language Arts, Common Core State Standards [CCSS, June 2010]; Math, CCSS [June 2010]; Social Studies, NJ Core Curriculum Content Standards [CCCS, September 2009]; World Languages, NJCCCS [June 2009]; Technology, NJCCCS [June 2009]; 21st Century Life and Careers, NJCCCS [June 2009]; Visual and Performing Arts, NJCCCS [June 2009]; and Comprehensive Health and Physical Education, NJCCCS [June 2009].

ROLL CALL VOTE: Ayes 8 Nays 0

Board Goals Moved by Linda Feller and seconded by Donna Sbriscia to accept the 2012-2013 Board of Education goals Action Plan.

ROLL CALL VOTE: Ayes 8 Nays 0

III. BUDGET AND FINANCE

Financial Reports Moved by James Momary and seconded by Donna Golda to approve the September, 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 September, 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.

ROLL CALL VOTE: Ayes 8 Nays 0

Bills Moved by James Momary and seconded by Donna Golda to approve the regular list of bills for the month of September, 2012.

ROLL CALL VOTE: Ayes 8 Nays 0

Transfers Moved by James Momary and seconded by Donna Golda to approve transfers.

ROLL CALL VOTE: Ayes 8 Nays 0

Student Activities Moved by James Momary and seconded by Donna Golda to approve Student Activity transactions for the month of September, 2012.

ROLL CALL VOTE: Ayes 8 Nays 0

Food Service Moved by James Momary and seconded by Donna Golda to approve the food service account transactions for the months of July through September, 2012.

ROLL CALL VOTE: Ayes 8 Nays 0

Bills Moved by James Momary and seconded by Donna Golda to approve payment of November bills prior to the November 27th Board meeting.

ROLL CALL VOTE: Ayes 8 Nays 0

Coordinated Transportation Moved by James Momary and seconded by Donna Golda to approve a Resolution for Participation in Coordinated Transportation with Hunterdon County Educational Services Commission for the 2012-2013 school year, including a 5.5% administration fee.

ROLL CALL VOTE: Ayes 8 Nays 0

Capital Reserve Moved by James Momary and seconded by Donna Golda to rescind Capital Reserve transfer of \$760,000 into the General Fund for the 2011-2012 school year.

ROLL CALL VOTE: Ayes 8 Nays 0

Maintenance Plan Moved by James Momary and seconded by Donna Golda to approve the Annual Required Maintenance Budget Amount Worksheet (Form M-1) and the FY 2013-2014 Comprehensive Maintenance Plan.

ROLL CALL VOTE: Ayes 8 Nays 0

Tuition Contract Moved by James Momary and seconded by Donna Golda to approve a Special Education tuition contract for Student 25-13 to attend Washington Township School District for the 2012 extended school year, for the period June 25, 2012 through August 3, 2012, in the amount of \$5,430.27.

ROLL CALL VOTE: Ayes 8 Nays 0

Citizens Part. Citizens Participation:

A question was asked about the salary attachment (was provided to Mrs. Nelson).

Executive Session

Moved by Donna Golda and seconded by Kathleen Halpin to go into 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 item (s) which falls 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.

Ayes 8 Nays 0

The Board entered into Executive Session at 7:35 p.m.

Reconvene

Moved by James Momary and seconded by Linda Feller to reconvene into open session at 7:40 p.m.

Ayes 8 Nays 0

Adjournment

Moved by Richard Havrisko and seconded by Daniel Brundage to adjourn at 7:41 p.m.

Ayes 8 Nays 0

Maureen Joyce
Business Administrator/Bd. Sec’y.

dmg

ATTACHMENT “A”

<u>NAME</u>	<u>SALARY</u>
Michele Sbriscia, Executive Secretary to the Superintendent	\$53,551
Diane Gogal, Executive Secretary to the Business Administrator	\$58,514
Mary Anne Broennle, Payroll Specialist (80%)	\$58,652 [80%]
Rosemary Kuebler, Payroll/Benefits Specialist	\$78,683
Joanne Durham, Accounts Payable Specialist	\$53,018
Gaylene Whitmore, Executive Secretary to the Director of Curriculum	\$54,118
	[Prorated 7/1/12-10/1/12]

ATTACHMENT “B”

<u>NAME</u>	<u>SALARY</u>
Adam Tucker, Technology Technician	\$47,849
William Fox, Technology Manager	\$79,457
Vickie Rhoads, Technology Manager	\$68,536
Kim Curto, Technology Manager	\$58,188

ATTACHMENT “C”

<u>NAME</u>	<u>SALARY</u>
District:	
Ric Riccardi, Maintenance Mechanic	\$62,070
High School:	
Anthony Sbriscia, Lead Custodian	\$67,782
Scott Carolus, Custodian	\$31,635
Paul Jacobson, Grounds	\$30,750
Deborah Kahutka, Custodian	\$39,794
Wayne Meiner, Maintenance Mechanic	\$60,899
Nicole Bogli, Custodian	\$29,057
Dan Fregans, Custodian	\$35,744
William Phillips, Custodian	\$30,922
William Kayal, Custodian	\$28,943
Ronnie Read, Custodian	\$29,800
Corrie Powers, Custodian	\$29,079
Jonathan Powers, Custodian	\$33,479
Middle School:	
Maureen Eick, Lead Custodian	\$39,246
Jerry Bamford, Grounds	\$50,174
Lori Johnson, Custodian	\$28,723
Joseph Matey, Maintenance Mechanic	\$50,623
Donna Burns, Custodian	\$36,965
George Saunders, Custodian	\$55,619
Rita Katrensky, Custodian	\$13.26/hour
Carol Paulus, Custodian	\$13.26/hour
Erech Barron	\$12.75/hour
Geraldine Congdon	\$12.75/hour