

**Warren Hills Regional
Board of Education
Regular Meeting
September 18, 2012**

The Warren Hills Regional Board of Education met in Regular Meeting on September 18, 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 and Donna Sbriscia. Also present were Thomas Altonjy and Maureen Joyce.

Minutes

Moved by Donna Golda and seconded by Daniel Brundage to approve the Minutes of the Regular and Executive Session meetings of August 28, 2012.

Ayes 6 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. Our opening activities went very well! On Tuesday, 4 September, our staff opening convocation was held. Board of Education President, Theresa Iacobucci, welcomed the entire Warren Hills Regional staff to the 2012-2013 school year. Our new staff members were introduced and service pins were awarded to 30 staff members for fifteen or more years of service. Between last year and this year we recognized 64 staff members who have dedicated service to the district! The list of honored staff members is given below.

Staff Member	Position	Years of Service
Bonita Duryea	High School Nurse	15 years
Patricia Hetrick	Middle School Principal	15 years
Maureen Joyce	Business Administrator/Board Secretary	15 years
Debbie Post	Middle School English	15 years
Nikki Newton	Middle School Paraprofessional	16 years
Barbara Kolodziejczyk	High School Paraprofessional	16 years
Kevin Call	Athletic Trainer	16 years
Pat Pierce	High School Special Education teacher	16 years
Frank Fenimore	High School Industrial Arts Teacher	16 years
Daryl Detrick	High School Mathematics Teacher	17 years
Penny Giamoni	High School English teacher	17 years
Larry Cascio	Middle School Industrial Arts Teacher	17 years
Geri McKelvey	Middle School Health/Phys. Ed. Teacher	17 years
Shelly Sbriscia	Secretary to the Superintendent	17 years
Debbie Kahutka	High School Maintenance	17 years
Lee Ann Kubbishun	Middle School Guidance Counselor	18 years
Heather Heslin	Middle School Special Ed. Teacher	18 years
Teresa McGuinness	MS/HS World Language Teacher	18 years
Terry Hodge	Secretary to the MS & HS Nurses	18 years
Maggie Devine	High School Librarian	19 years
George Saunders	Middle School Maintenance	19 years
Michael Perruso	Middle School Social Studies Teacher	19 years
Debbie Farrell	High School Science Teacher	19 years
Cathy Lifer	Secretary to the HS Principal	19 years
Mary Ann McKinney	High School English Teacher	20 years
Jim Smith	High School Social Studies Teacher	20 years
Dan Diveny	Middle School Art Teacher	20 years
Tim Downs	High School SAC	20 years
Rosemary Carnali	Middle School Business Ed. Teacher	20 years
Joan Duryea	Secretary to Dir. Of Athletics/Activities	20 years

2. On Wednesday, 5 September, we held a full-day training regarding an introduction to the new Marzano evaluation model that has been adopted by the district...and indeed the entire Warren Hills cluster.

Together, our certificated staff and administration are learning the model together and we'll have our next in-service opportunity on Monday, 8 October.

3. School opened on Thursday, 6 September! The buildings looked fantastic, teachers were anxious to get started, and students appeared happy to begin!

4. Some of our middle school students have been busy with community service projects. Jessica Yearance collected donations from local churches over the summer to provide backpacks filled with school supplies for students in need. Alyssa Carey, Mallory Rossi, and Brianna Schwab have developed a plan to work with some of our special needs students while pursuing a badge for their Girl Scout troop.

5. The window project at our middle school has started – the windows look beautiful and the work is being done quickly and efficiently.

6. Congratulations to middle school special education teacher, Jessica Rader and art teacher, Dan Diveny, who received an NJEA Frederick L. Hipp Foundation for Excellence in Education grant for their project, *Middle School Students with Exceptionalities Discovering Citizenship through Personal Inquiry and Experience*. Jessica and Dan have been invited to attend a celebration luncheon on 9 November in Atlantic City during the teachers convention.

7. Both our middle school and high school orientations held on 30 August were very well attended by over 75% of the incoming Grade 7 and 9 students. The orientations were very successful and thanks to administration and teachers who planned and executed these worthwhile and valuable venues to assist with the transition of our students and relieve some stress and anxiety from opening day.

8. We've begun the self-evaluation process for the Quality Single Accountability Continuum (QSAC) monitoring. This will include us to look at the areas of Instruction and Program, Fiscal Management, Governance, Personnel, and Operations. One aspect was a county visitation held at the end of August to visit our facilities, in which we passed with flying colors!

Comm.
Reports

Committee Reports:

Mrs. Feller reported that Education and Policy Committee met regarding review of policies, including participation of home-schooled students in after school activities. The next meeting will be October 16th.

Mr. Havrisko reported that the Buildings and Grounds Committee met regarding update on the window and skylight projects and upcoming projects. Also reviewed was the comprehensive safety program utilized by the district staff.

Personnel met regarding negotiations.

Dr. Altonjy recommended all personnel items.

I. PERSONNEL

WHREA Contract Moved by Kathleen Halpin and seconded by Donna Golda to approve the contract between the Warren Hills Regional Board of Education and the Warren Hills Regional Education Association, effective July 1, 2012 through June 30, 2015.

ROLL CALL VOTE: Ayes 7 Nays 0

Teacher Mentors Moved by Donna Golda and seconded by Kathleen Halpin to approve the following new teacher mentors for the 2012-2013 school year, with the stipend to be determined per approved contract:

Dolores Bouch	Jeanette Schinstine	Laurie Kerr
Diane DeVivo	Jim Smith [1/2 year]	Mike Perruso
Teresa McGuinness	Dan Diveny	Sandy Young
Lourdes Garcia [1/2 year]	Renee Smola	Jesse O'Neill

ROLL CALL VOTE: Ayes 7 Nays 0

Degree Change Moved by Donna Golda and seconded by Kathleen Halpin to approve a change in degree status for the following individuals, retroactive to September 1, 2012, with salary to be determined per approved contract:

James Reynolds	MA+15
Amanda Best	MA+15
Tammy Muffley	MA
Nicole Silvis	MA
Cristy Ortu	MA+15

ROLL CALL VOTE: Ayes 7 Nays 0

Extra-Curricular Moved by Donna Golda and seconded by Kathleen Halpin to approve the following individuals for employment in extra-curricular positions for the 2012-2013 school year, with a stipend to be determined per approved contract:

Lisa Pysher	Yearbook/Business
Mary Jo Moninghoff	Choreographer for Drama Club-Spring

ROLL CALL VOTE: Ayes 7 Nayes 0

Club Moved by Donna Golda and seconded by Kathleen Halpin to
Advisor rescind employment of Kristen Chiara as advisor for the Key Club and to
employ Kristen Chiara and Cindy Bamford as Co-Advisors for the Key
Club for the 2012-2013 school year with a stipend to be determined per
approved contract.

ROLL CALL VOTE: Ayes 7 Nayes 0

Weight Moved by Donna Golda and seconded by Kathleen Halpin to
Room approve payment for 90 hours for summer, 2012 weight room supervision
for Mr. Brian Maginnis at a rate of \$25 per hour.

ROLL CALL VOTE: Ayes 7 Nayes 0

Homework Moved by Donna Golda and seconded by Kathleen Halpin to
Club approve employment of the following middle school personnel for the
Homework Club/Project Care for a shared total maximum of 450 hours
[hourly rate per approved contract]:

Gina Andreoli	Kim Kavcak	Brigitte Burstein
Maria Lombardi	Courtney Flowers	Rebecca Nugent
Jennifer Feldman	Rebecca Pursell	Lourdes Garcia
Nancy Terhune	Courtney Hoffman	Marshall Wiemer

ROLL CALL VOTE: Ayes 7 Nayes 0

Substitute Moved by Donna Golda and seconded by Kathleen Halpin to
Teachers approve employment for the following individuals for addition to our
substitute teachers' list for the 2012-2013 school year at a daily rate of
\$85.00:

Miriam Feranda	Margaret Samuel	Todd Solecitto
Kathryn Handel	Jason Lowcher	Sandra Polsky
Lydia Timcenko	Christopher Hubbard	

ROLL CALL VOTE: Ayes 7 Nayes 0

Substitute Moved by Donna Golda and seconded by Kathleen Halpin to
Custodian approve employment of Mr. John Rhinehart for addition to our
substitute/special events custodial list for the 2012-2013 school year at a
rate of \$12.50 per hour.

ROLL CALL VOTE: Ayes 7 Nayes 0

Volunteer Assistant Coach Moved by Donna Golda and seconded by Kathleen Halpin to approve Ms. Nicole Crowley as a Volunteer Assistant Coach for our cheerleading program for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 7 Nayes 0

II. EDUCATION AND POLICY

Standing Orders Moved by Linda Feller and seconded by Donna Sbriscia to approve the Doctor's Standing Orders for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 7 Nayes 0

Revised Policies Moved by Linda Feller and seconded by Donna Sbriscia to approve the second and final reading of the following selected policies for inclusion in the district's policy manual, as endorsed by the superintendent and Education and Policy Committee:

- 0151 Organization Meeting
- 0153 Annual Appointments
- 0167 Public Participation in Board Meetings
- 1130 Staff Liaison Committees
- 1240 Evaluation of Superintendent
- 1330 Evaluation of the School Business Administrator
- 1400 Job Descriptions
- 2361 Acceptable Use of Computer Networks/Computers and Resources + Regulations
- 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries + Regulations
- 2622 Pupil Assessment
- 6470 Payment of Claims + Regulations

ROLL CALL VOTE: Ayes 7 Nayes 0

District Goals Moved by Linda Feller and seconded by Donna Sbriscia to approve the 2012-2013 District goals.

ROLL CALL VOTE: Ayes 7 Nayes 0

Accept Goals Moved by Linda Feller and seconded by Donna Sbriscia to accept the 2012-2013 District Goals Action Plan.

ROLL CALL VOTE: Ayes 7 Nayes 0

BOE Goals Moved by Linda Feller and seconded by Donna Sbriscia to approve the 2012-2013 Board of Education goals.

ROLL CALL VOTE: Ayes 7 Nayes 0

Superintendent Goals Moved by Linda Feller and seconded by Donna Sbriscia to approve the 2012-2013 Merit Goals and Action Plan of the Superintendent of Schools, as approved by the Interim Executive County Superintendent.

ROLL CALL VOTE: Ayes 7 Nays 0

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

Name	Date	Title	Location	Cost
Dr. Thomas Altonjy, Jaclyn Russo, Earl Clymer, Pat Hetrick, Hope Hollenbeck & Timothy Downs	9/14/2012	Annual Memorandum of Agreement between Education & Law Enforcement	Hawk Pointe Golf Club, Washington, NJ	Mileage
Jaclyn Russo	9/20/2012	Training on new Section 504 law	Hunterdon County Polytech	\$50. Registrati on + mileage
Susan Rader	9/12/2012	HSPA Test Coord. Training	Birchwood Manor, Whippany, NJ	Mileage
Chris Kavcak & Mike Lapotasky	10/16/2012	State Standards Symposium	New Brunswick, NJ	Mileage
Maggie Devine	9/18/2012	Warren Co. Consortium for Stud. Enrichment	Lopatcong Twsp. Middle School	Mileage
Kim Unangst	9/13,10/11, 11/15,12/6/ 2012 & 1/10,2/7,3/7, 4/18,5/16/2013	Sussex/Warren County Directors Meetings	Various Locations	Mileage
Marilyn Patterson	9/28/2012	Prof. Dev. Conf. for Agriscience Teachers	Mercer Co. College, West Windsor, NJ	\$55.00 Regist.
Maggie Devine	11/14,15 & 16, 2012	National Writing Project Annual Meeting	Las Vegas, Nevada	Substitute

Jaelyn Russo	9/13/2012	HSPA Training	Jamesburg, NJ	Mileage
Dr. Thomas Altonjy	10/01/2012	Legal Updates	Bergen County Community College	\$75.00 Regist. Mileage
Dr. Thomas Altonjy, Maureen Joyce & 7 Board Members	10/23-25/2012	School Boards Association Annual Workshop	Atlantic City, NJ	\$1,948 + mileage
Daryl Detrick	10/5/2012	Computer Science Teachers' Assoc. Leadership Conf.	Baltimore, MD	Substitute- all other expenses covered by CSTA

ROLL CALL VOTE: Ayes 7 Nays 0

Field Trip Requests

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

Karen Menke	Beginning 9/18/2012 & every Tues/Wed/Thurs.	Employment Orientation	Various locations	Bus
Shannon McDowell & Karen Menke	9/19/2012	AU/MD classes Community Based Instruction	Shop-Rite & McDonalds-Washington	Bus
S. McDowell & K. Menke	9/26/2012	AU/MD classes Community Based Instruction	Field Station: Dinosaurs, Secaucus, NJ	\$15.75 per ticket + Bus
S. McDowell & K. Menke	10/17/2012	AU/MD classes Community Based Instruction	Quiet Valley Living Historical Farm	\$8.00 per ticket + bus
S. McDowell & K. Menke	10/24/2012	AU/MD classes Community Based Instruction	Shop-Rite & Enzo's, Washington	Bus
S. McDowell & K. Menke	11/14/2012	AU/MD classes Community Based Instruction	Shop-Rite & Leo's Pizza, Washington	Bus

S. McDowell & K. Menke	11/30/2012	AU/MD classes Community Based Instruction	Papermill Playhouse, Millburn, NJ	\$9.50 ticket + bus
S. McDowell & K. Menke	12/12/2012	AU/MD classes Community Based Instruction	Palmer Park Mall, Easton, PA	Bus
S. McDowell & K. Menke	12/19/2012	AU/MD classes Community Based Instruction	Shop-Rite & Burger King, Washington	Bus
Cliff Platt	10/4/2012	Advanced Theatre to Prof. Theatre Production	McCarter Theatre, Princeton, NJ	\$20 ticket + Bus
Cliff Platt	5/30/2012	Advanced Theatre to Prof. Production	McCarter Theatre, Princeton, NJ	\$20 ticket + Bus

ROLL CALL VOTE: Ayes 7 Nayes 0

Bi-Lingual
Program

Moved by Linda Feller and seconded by Donna Sbriscia to accept the Bilingual/ESL Three-Year Program Plan for 2011-2014 school years.

ROLL CALL VOTE: Ayes 7 Nayes 0

Donations

Moved by Linda Feller and seconded by Donna Sbriscia to approve and accept the following donations to the Warren Hills Regional School District:

Donation	From	Recipient
Player piano and accessories	Kowski Family	WHRHS Visual & Performing Arts Dept.
Presentation – 9/25/12 “Rise Up – The Chris Hendricks Story”	Sanofi-Aventis sponsored motivational speaker – Anti-Bullying Theme	WHRMS Students & Staff

ROLL CALL VOTE: Ayes 7 Nayes 0

III. BUDGET AND FINANCE

Financial
Reports

Moved by Donna Golda and seconded by Donna Sbriscia to approve the August, 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 August, 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 7 Nayes 0

Bills Moved by Donna Golda and seconded by Donna Sbriscia to approve the regular list of bills for the month of August, 2012.

ROLL CALL VOTE: Ayes 7 Nayes 0

Transfers Moved by Donna Golda and seconded by Donna Sbriscia to approve transfers.

ROLL CALL VOTE: Ayes 7 Nayes 0

Student Activities Moved by Donna Golda and seconded by Donna Sbriscia to approve Student Activity transactions for the month of August, 2012.

ROLL CALL VOTE: Ayes 7 Nayes 0

Tuition Contract Moved by Donna Golda and seconded by Donna Sbriscia to approve a Tuition Contract for one Warren Hills student to attend Hunterdon County ESC Schools, Sawmill Campus, for the 2012-2013 school year at a tuition rate of \$15,500.

ROLL CALL VOTE: Ayes 7 Nayes 0

Tuition Contracts Moved by Donna Golda and seconded by Donna Sbriscia to approve the following Special Education Tuition Contracts for the 2012-2013 school year:

<u>Student</u>	<u>School</u>	<u>Amount</u>	<u>Effective</u>
22-13	Somerset County ESC	\$46,800.00	September 5, 2012
23-13	Montgomery Academy	\$53,692.20	September 5, 2012
24-13	Hunterdon Central HS	\$16,376.00	September 5, 2012

ROLL CALL VOTE: Ayes 7 Nayes 0

WCSSSD Aides Moved by Donna Golda and seconded by Donna Sbriscia to approve a Memorandum of Agreement with Warren County Special Services School District to provide 24 Aides for the 2012-2013 school year in the amount of \$35,000 per aide.

ROLL CALL VOTE: Ayes 7 Nays 0

Tuition Contract Moved by Donna Golda and seconded by Donna Sbriscia to approve a Regular Education Tuition Contract Agreement with Warren County Technical School for 64 students for the 2012-2013 school year in the amount of \$2,218.00 per student, commencing September 1, 2012.

ROLL CALL VOTE: Ayes 7 Nays 0

Tuition Contract Moved by Donna Golda and seconded by Donna Sbriscia to approve a Special Education Tuition Contract Agreement with Warren County Technical School for 26 students for the 2012-2013 school year in the amount of \$3,315.00 per student, commencing September 1, 2012.

ROLL CALL VOTE: Ayes 7 Nays 0

Joint Transportation Moved by Donna Golda and seconded by Donna Sbriscia to approve a Joint Transportation Agreement with Franklin Township School District for the 2012-2013 school year to transport our combined student population as follows:

<u>Route</u>	<u>Cost</u>
WH11	\$17,958.78
WH17	\$17,958.78
WH18	\$17,958.78
WH40	\$17,958.78
WH19	\$17,958.78
WH5	\$17,958.78

ROLL CALL VOTE: Ayes 7 Nays 0

Shared Services Moved by Donna Golda and seconded by Donna Sbriscia to approve a Shared Services Agreement with Oxford Township Board of Education for a Behavior Therapist, estimated for 7 hours per month, at a rate of \$110.00 per hour for the 2012-2013 school year.

ROLL CALL VOTE: Ayes 7 Nays 0

Shared Services Moved by Donna Golda and seconded by Donna Sbriscia to approve a Shared Service Agreement with Washington Township School District for a Cluster Curriculum Writer at a yearly fee of \$1500 for the period July 1, 2012 through June 30, 2013.

ROLL CALL VOTE: Ayes 7 Nayes 0

IDEA Moved by Donna Golda and seconded by Donna Sbriscia to
Submit the final IDEA Report for FY '12.

ROLL CALL VOTE: Ayes 7 Nayes 0

Additional Moved by Donna Golda and seconded by Donna Sbriscia to
Funding approve additional funding for non-public students under the provisions of
Chapter 192/193.

ROLL CALL VOTE: Ayes 7 Nayes 0

Citizens Citizens Participation:
Part.

Staff Sergeant Eric Symonds, a recruiter from the National Guard,
requested that he be able to visit the high school more than 3 times per
year.

Mrs. Iacobucci requested that the committee chairs complete an
Action Plan to achieve the Board goals specific to their committees. She
also gave an update on Middle States Evaluation.

Executive Moved by Kathleen Halpin and seconded by Donna Sbriscia to
Session go into Executive Session as indicated by item **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 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 7 Nays 0

The Board entered into Executive Session at 7:40 p.m.

Reconvene Moved by Kathleen Halpin and seconded by Donna Sbriscia to reconvene into open session at 8:30 p.m.

Ayes 7 Nays 0

Adjournment Moved by Daniel Brundage and seconded by Richard Havrisko to adjourn at 8:50 p.m.

Ayes 7 Nays 0

Maureen Joyce
Business Administrator/Bd. Sec'y.

dmg