

**WARREN HILLS REGIONAL BOARD OF EDUCATION  
MEETING**

**September 17, 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 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

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. Maureen 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. Committee Reports

H. Action Items:

**I. Personnel**

\*1. Motion to accept, with regret, the resignation of Ms. Holly Newton, middle school paraprofessional and art assistant to the high school drama club spring production, effective September 3, 2013.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to approve an unpaid Family Medical Leave of Absence, pending doctor's certification, for Ronnie Read, high school custodian, effective 9/23/13 through 12/15/2013.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*3. Motion to approve employment of Mr. Jeffrey Steele as the Supervisor of Mathematics and Science for the 2013-2014 school year with a salary of \$80,000, prorated from start date, which is as soon as practical.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*4. Motion to approve employment of Mr. Glenn Barker as a High School Assistant Principal for the 2013-2014 school year with a salary of \$88,000, prorated from start date, which is as soon as practical.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*5. Motion to approve employment of Mrs. Kathe Coopersmith as a middle school Paraprofessional on Step 3, BA, with an annual salary of \$30,389, prorated from start date of September 18, 2013.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*6. Motion to approve employment of Ms. Franna Patrucker for curriculum revisions to the French I course for 20 hours @ \$45.00/hour.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*7. Motion to approve the following individuals to serve as the middle school student assistant advisors [Homework Club] for the 2013-2014 school year for 3 days per week, 45 minutes per day @ \$45.00 per hour:

<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>
Rebecca Pursell	Gina Andreoli	Tara Paulus
Lois Amato	Nancy Terhune	Jennifer Feldman
Michael Perruso		Courtney Hoffman
Lourdes Garcia		Gina Andreoli

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*8. Motion to approve the following individuals to serve as substitute advisors to the middle school Homework Club for the 2013-2014 school year:

Sherry Anderson	Kim Kavcak
Mary Kaye Bartek	McKenzie Laubach
Patricia Corvino	Rebecca Nugent
Maria Forsythe	Marshall Wiemer
John Heine	

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*9. Motion to approve employment of Mrs. Joan Duryea for a maximum of 60 hours overtime for athletic office work for the 2013-2014 school year.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*10. Motion to rescind the June 11, 2013 motion approving summer athletic department work hours for school nurse, Michelle Zellner, 20 hours maximum @ \$45.00/hour.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*11. Motion to approve summer athletic department hours for school nurse, Bonita Duryea, for a total of 20 hours @ \$45.00/hour.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*12. Motion to approve employment of Mr. John Kosberg as the Art Assistant to the Drama Club for the fall play production with a stipend of \$2,500.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*13. Motion to approve Mr. John Heine for a \$1,300 stipend per semester for an additional prep period.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*14. Motion to approve employment of Ms. Robin Fohr as the Professional Development Committee Chairperson for the 2013-2014 school year, with a stipend of \$1,500 per semester.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*15. Motion to rescind the August 27, 2013 motion to approve the coaching salary for Ms. Sandy Young and to approve the following updated coaching salary to include the longevity stipend:

Ass't Band Director	\$6,627	\$1,200/Longevity
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(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*16. Motion to rescind the June 11, 2013 motion to approve the coaching salary for Ms. Laura Blackwell and to approve the following updated coaching salary and longevity, reflecting the change to the middle school position:

MS Field Hockey	\$4,835	\$ 300/Longevity
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(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*17. Motion to approve employment, pending criminal history approval, of the following individuals as substitute School Resource Personnel for the 2013-2014 school year @ \$16.00/hour:

Susan Cicala	W. Roy Hanshaw	Dena Parichuk	Robert Leh	Alan Goracy
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(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*18. Motion to approve employment of the following individuals for addition to our substitute teachers' list for the 2013-2014 school year:

Greg Gormly	Christine Machtemes
Chelsey Lindaberry	Colleen Hurley
Sarah DeGeorge	Kelsey Halloran

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*19. Motion to approve the following individuals as parent volunteers for the 2013-2014 school year:

Vaneice Sweet	Leon Sweet	Jacqueline Racano	Dorothy Buel
Marlene Fontana	Catharine Kohansby	Shannon Burchill	Jennifer Teets

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*20. Motion to approve Kean University student, Samantha Rimback, to complete 20 hours of observations as part of her field experience under the direction of Mr. Clymer.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

## II. Education and Policy

\*1. Motion to approve the first reading of the following new and revised selected policies for inclusion in the district's policy manual, as endorsed by the superintendent and Education and Policy Committee:

0000.02	Introduction
3144.12	Certification of Tenure Charges - Inefficiency
3144.3	Suspension Upon Certification of Tenure Charge
3232	Tutoring Services
3372	Teaching Staff Member Tenure Acquisition
3373	Tenure Upon Transfer or Promotion
3374	Tenure Upon Transfer to an Underperforming School
4124	Employment Contract
5120	Assignment of Pupils
5300	Automated External Defibrillators [AED]
5512	Harassment, Intimidation, or Bullying Investigation Procedure
5533	Pupil Smoking
7434	Smoking in School Buildings and on School Grounds
7522	School District Provided Technology Devices to Staff Members

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to approve new textbooks, *Soc<sup>3</sup>*, Nijole V. Benokraitis, 2014, Houghton, Mifflin, Harcourt Publishing and, *Triangulo Aprobado*, Barbara Gatski and John McMullan, 2013, Wayside Publishing, for inclusion in our curriculum.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*3. Motion to affirm the administrative decisions regarding the following final HIB cases for the 2012-2013 school year:

MS - 020 through 023

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*4. Motion to approve the 2013-2014 District goals and Action Plan.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*5. Motion to approve the submission of the 2013-2014 Merit Goals and Action Plan of the Superintendent of Schools, to the Executive County Superintendent for review and final approval.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*6. Motion to approve the Doctor's Standing Orders for the 2013-2014 school year.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*7. Motion to approve the 2013-2014 Local Mentoring Plan Revisions.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*8. Motion to approve the attached list of Travel and Conference Requests. [attached]

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*9. Motion to approve the attached list of Field Trip Requests. [attached]

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

### **III. Budget and Finance**

\*1. The Warren Hills Regional Board of Education approves the July and August, 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 months of July and August, 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 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 August, 2013.  
 (Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ )

\*5. Motion to approve a Tuition Contract for two Warren Hills students to attend Hunterdon County ESC Schools, Sawmill Campus, for the 2013/2014 school year at a tuition rate of \$17,000 each.  
 (Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ )

\*6. Motion to approve the following Special Education Tuition Contracts for the 2013/2014 school year:

<u>Student</u>	<u>School</u>	<u>Amount</u>	<u>Effective</u>
13-14	Somerset County ESC	\$47,736.00	9/4/2013
14-14	Somerset County ESC	\$47,736.00	9/4/2013
28-14	Hunterdon County ESC	\$38,150.00	9/1/2013
29-14	WCSSSD	\$35,500.00	9/1/2013
30-14	WCSSSD	\$35,303.00	9/5/2013
31-14	Somerset County ESC	\$47,736.00	9/4/2013

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ )

\*7. Motion to approve a Memorandum of Agreement with Warren County Special Services School District to provide 25 Aides for the 2013-2014 school year in the amount of \$35,000 per aide.  
 (Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ )

\*8. Motion to approve a Shared Service Agreement with Washington Township School District for a Cluster Curriculum Writer at a yearly fee of \$1,500 for the period July 1, 2013 through June 30, 2014.  
 (Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ )

\*9. Motion to approve a Joint Transportation Agreement with Mansfield Township School District for the 2013-2014 school year to transport our combined student population as follows:

	<u>Route</u>	<u>WH Cost</u>
	WH29	\$22,822.20
	WH13	\$19,106.99
	WH9	\$19,106.99
	WH26	\$19,106.99
	WH7	\$19,106.99
	WH20	\$19,106.99
	WH6	\$19,106.99
	WH10	\$20,326.37
	WH8	\$21,277.80

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ )

I. Citizens Participation

J. Executive Session – as indicated by item 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.

K. Reconvene

L. Adjournment

**\*Roll Call**