

WARREN HILLS REGIONAL BOARD OF EDUCATION

January 22, 2019

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order - Mr. Christopher Hamler, President

B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator

Joseph Bodenschatz	Samuel Knutson	Christine Pi
Christopher Cannavo	Lisa Marshall	Corey Piasecki
Christopher Hamler	Paula Merrill	Eric Walls

C. Executive Session- 6:30 p.m.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Warren Hills Regional Board of Education adjourns to closed session to discuss:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
- 2) *Pending Litigation*
- 3) *Personnel Matters*
- 4) *Student Matters*

BE IT FURTHER RESOLVED, that the Warren Hills Regional Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

(Motion _____ Second _____)

D. Reconvene: 7:00 p.m.

(Motion _____ Second _____)

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*, *Warren-Reporter*, *Newark Star-Ledger* and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield and Washington.

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.

Pledge of Allegiance

E. Motion to approve the Minutes of the January 3, 2019, Reorganization, Regular and Executive Session meetings.

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

F. Communications – Mrs. Donnamarie Palmiere, Business Administrator

G. Superintendent’s Report – Earl C. Clymer, III

- Student Reporters
- Math Teachers PLC Debrief – Theresa Chapman & Cynthia Laws

H. Goals:

Warren Hills Regional School District Goals for 2018-2019 School Year

1. Implement and support strategies to improve student achievement for ALL students, including but not limited to, Advanced Placement, Vocational Education, Gifted & Talented, General Education and Special Education through course offerings, 1:1 technology initiative and enhanced PLCs.
2. Improve communication and involvement with the community at-large regarding district initiatives and events.
3. Ensure effective fiscal efficiency for the district through the budget development process.

Warren Hills Regional Board of Education Goals for 2018-2019 School Year

1. Support fiscal sustainability for the district budget through the budget development process.
2. Become a Certified Board – improve understanding of financial operations for all members.
3. Increase student presentations at Board of Education meetings.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No meeting held	By Chair: Mrs. Merrill
Personnel & Student Activities	January 15, 2019	By Chair: Mr. Bodenschatz

Education & Policy	No meeting held	By Chair: Mr. Piasecki
Negotiations	January 15, 2019	By Chair: Mr. Cannavo
Technology	No meeting held	By Chair: Mr. Walls
Wall of Fame	monthly	By Chair: Mr. Walls

J. Old Business

K. New Business –

L. Public Comment – concerning action items.

Public comment shall be governed by the Board of Education Bylaw 0167. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy. Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.

The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

M. ACTION ITEMS

I. PERSONNEL

The Superintendent of Schools recommends action on the following:

*1. Motion to approve/accept the following appointments / resignations / retirements:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Thomas Perna	Accept	Part-time Night Security	\$16.00/hour	High School	12/31/18	12/31/18	Resignation from part-time but remains on substitute list

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
2	Katelyn Pysher	Approve	Leave Replacement Special Education Teacher	\$52,112.00, prorated	High School	1/23/19	On or about 2/28/19	Replaces #52962412
3	Jennifer McCarthy	Approve	Paraprofessional	\$25.46/hour 17-18 rate	High School	1/23/19	6/30/19	Emergent Hire - Pending receipt of background check
4	Beth Miller	Approve	Substitute Teacher	\$85.00/day	District	1/23/19	6/30/19	All paperwork complete & on file
5	Jennifer Jessen	Approve	Home Instructor	\$41.00/hour	District	1/23/19	6/30/19	Special Education
6	Geri McKelvey	Approve	Home Instructor	\$41.00/hour	District	1/23/19	6/30/19	Health & Physical Education
7	Laura Slane	Approve	Home Instructor	\$41.00/hour	District	1/23/19	6/30/19	Social Studies
8	Meghan McGeehan	Approve	Home Instructor	\$41.00/hour	District	1/23/19	6/30/19	Social Studies
9	Catherine O'Neal	Approve	Home Instructor	\$41.00/hour	District	1/23/19	6/30/19	Elementary
10	Michael Quinto	Approve	Home Instructor	\$41.00/hour	District	1/23/19	6/30/19	Health & Physical Education, Drivers Education & Teacher of the Handicapped
11	Kyla Tietz	Approve	Paraprofessional	\$25.46/hour 17-18 rate	High School	1/4/19	6/30/19	Amend 4 hours to 5.75 hours per day
12	Michael O'Connor	Approve	Maintenance Personnel	\$58,085.00	District	2/1/19	6/30/19	All paperwork complete & on file – replaces Wayne Meiner
13	Joyce Hanshaw	Approve	Substitute Security	\$16.00/hour	District	1/23/19	6/30/19	All paperwork complete & on file
14	Jeremy Onorato	Approve	Substitute 1:1 Paraprofessional	\$15.00/hour	High School	1/23/19	6/30/19	1:1 Aide for bowling team member - Pending receipt of background check

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

*2. Motion to approve the following appointments for the 2018-2019 school year with 2017-2018 stipends remaining in effect pending negotiations:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Megan Bublitz	Approve	Head Girls Lacrosse Coach	\$5,772.00	High School	1/23/19	End of Season	Tier 3, Step 1
2	Jennifer Cavo	Approve	Assistant Girls Lacrosse Coach	\$6,883.00	High School	1/23/19	End of Season	Tier 3, Step 4
3	Patrick Kablis	Approve	Head Boys Lacrosse Coach	\$8,720.00	High School	1/23/19	End of Season	Tier 3, Step 4

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
4	Joseph Besser	Approve	Assistant Boys Lacrosse Coach	\$6,883.00	High School	1/23/19	End of Season	Tier 3, Step 4
5	Robert Miller	Approve	Assistant Boys Lacrosse Coach	\$2,437.00	High School	1/23/19	End of Season	Tier 3, Step 2 – Shared position
6	Marshall Cuomo	Approve	Assistant Boys Lacrosse Coach	\$2,437.00	High School	1/23/19	End of Season	Tier 3, Step 2 – Shared position
7	Joseph Blackford	Approve	Head Baseball Coach	\$8,720.00	High School	1/23/19	End of Season	Tier 3, Step 4
8	Jeffrey Balas	Approve	Assistant Baseball Coach	\$6,883.00	High School	1/23/19	End of Season	Tier 3, Step 4
9	Joseph Bamford	Approve	Head Baseball Coach	\$5,432.00	Middle School	1/23/19	End of Season	Tier 3, Step 4
10	Jodi Longo	Approve	Head Softball Coach	\$6,588.00	High School	1/23/19	End of Season	Tier 3, Step 2
11	Sarah Kaufman	Approve	Assistant Softball Coach	\$4,302.00	High School	1/23/19	End of Season	Tier 3, Step 1
12	Renee Smola	Approve	Assistant Softball Coach	\$6,883.00	High School	1/23/19	End of Season	Tier 3, Step 4
13	Craig Green	Approve	Head Softball Coach	\$5,432.00	Middle School	1/23/19	End of Season	Tier 3, Step 4
14	Todd Solecitto	Approve	Head Golf Coach	\$5,419.00	High School	1/23/19	End of Season	Tier 4, Step 2
15	Kenneth Kurpat	Approve	Head Girls Track Coach	\$8,720.00	High School	1/23/19	End of Season	Tier 3, Step 4
16	Josephine Potter	Approve	Assistant Girls Track Coach	\$6,883.00	High School	1/23/19	End of Season	Tier 3, Step 4
17	Kimberly Kavcak	Approve	Head Girls Track Coach	\$5,432.00	Middle School	1/23/19	End of Season	Tier 3, Step 4
18	Paul Irzinski	Approve	Assistant Boys & Girls Track Coach	\$3,700.00	Middle School	1/23/19	End of Season	Tier 3, Step 3
19	Michael Howey	Approve	Head Boys Track Coach	\$8,720.00	High School	1/23/19	End of Season	Tier 3, Step 4
20	Robert Carroll	Approve	Assistant Boys Track Coach	\$6,883.00	High School	1/23/19	End of Season	Tier 3, Step 4
21	Zachary Fisher	Approve	Assistant Boys Track Coach	\$4,302.00	High School	1/23/19	End of Season	Tier 3, Step 1
22	Daniel Diveny	Approve	Head Boys Track Coach	\$5,432.00	Middle School	1/23/19	End of Season	Tier 3, Step 4
23	Julia Henning	Approve	Head Boys Tennis Coach	\$7,217.00	High School	1/23/19	End of Season	Tier 4, Step 4
24	David Sbriscia	Approve	Spring Weight Room Advisor	\$3,000.00	High School	1/23/19	End of Season	N/A
25	Jason Graf	Approve	Pit Band Director Spring Musical	\$1,750.00	High School	1/23/19	End of Season	Shared position

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
26	Nicholas Rizzo	Approve	Pit Band Director Spring Musical	\$1,750.00	High School	1/23/19	End of Season	Shared position

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

*3. Motion to approve the following observations/internships/volunteers:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/Stipend	Location	Date Effective	Date Terminated	Discussion
1	Robert Delghiaccio	Volunteer Robotics	N/A	N/A	High School	1/23/19	End of Season	All paperwork complete & on file
2	Bernard Stenger	Volunteer Robotics	N/A	N/A	High School	1/23/19	End of Season	All paperwork complete & on file
3	Su-Nin Liu-Stenger	Volunteer Robotics	N/A	N/A	High School	1/23/19	End of Season	All paperwork complete & on file
4	Jon Slack	Volunteer Wrestling	N/A	N/A	High School	1/23/19	End of Season	All paperwork complete and on file

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

II. Education and Policy

*1. Motion to approve the revised annual **Memorandum of Agreement** between law enforcement officials and education for the school year 2018-2019.

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

*2. Motion to affirm the administrative decision regarding the following HIB cases:

MS – 18-19 – 010, 011 & 012

HS - 18-19 – 00

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

*3. Motion to approve the **first reading** of the following policy for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

0155 Board Committees

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

*4. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Jason Graf	Jazz Ensemble to Jazz competition	Transportation & Substitute	Competition
2	Nicole Bayer, Cheryl Yanoff & Michele McGann	MD/AU classes for Community Based Instruction	Substitutes & Transportation	\$7/student - Curriculum
3	LeeAnn Kubbishun, Nicole Silvis, Hope Ranalli & John Heine	Alternative Learning Classes for incentive trip	One p.m Substitute & Transportation	End of marking period 2 incentive
4	Christine Tyburczy	Peer Leaders to high school & elementary school	N/A	Student Activities
5	Barbara Russo & Jason Graf	MS Chorus & Jazz Band to perform & compete	Substitutes & Transportation	Competition - \$75/student
6	David Sbriscia, Michael Arminio, Zachary Fisher & Keith Wanamaker	Wrestling Team to Tournament requiring an overnight stay	Transportation + ½ day substitutes	Competition
7	Jennifer Giamoni	Debate Team to NJ Bar Association Mock Trial	Substitute + Transportation	Competition – Trip pending if team advances
8	Heather Heslin & Maylin Ramirez	Virtual Reality trip for MD Students	Substitutes	\$9.00 per student
9	Emily Kablis & Jodi Longo	WHR student is a member of NJ State Student Council Executive Board	Substitute	Monthly meetings held for the Executive Board & one of the two teachers will accompany student board member
10	Adam Slack & Mark Smith	NASP Archery Competition	Transportation	Competition
11	Daryl Detrick	Girls Coding with Girls	N/A	Saturday & students responsible for their own transportation
12	Emily Kablis, Jodi Longo & Nicole Silvis	MS & HS Student Councils to NJASC Spring Awards Ceremony	Substitutes	\$50. Admission per student or \$65, which includes lunch

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

*5. Motion to approve the following travel and conference request:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	David Guth	Law Enforcement Against Drugs Instructor Certifications	Atlantic City, NJ	\$300. Registration, Mileage, Lodging & Incidentals	March 17 – 19, 2019
2	Michael Jones	DAANJ Leadership Training	Atlantic City, NJ	\$750. Registration, mileage, hotel & incidentals	March 11-14, 2019
3	Michael Jones	Administrative Coverage	Orlando, FL	Flight, hotel & incidentals	February 6-10, 2019

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
4	Earl Clymer	Budgeting Best Practices	Robbinsville, NJ	\$50. Registration + Mileage	Goals - January 30, 2019

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

III. BUDGET AND FINANCE

*1. The Warren Hills Regional Board of Education approves the December, 2018 Board Secretary and Treasurer's Report 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 this report, 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 report of the Secretary and the Treasurer for the month of December, 2018; 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 bill list for the period January 4, 2019 through January 22, 2019, in the amount of \$2,122,628.45.

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

*3. Motion to approve transfers in the amount of \$50,225.55 for the month December, 2018.

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

*4. Motion to approve the cafeteria bill list for the period October 1, 2018 through December 31, 2018 in the amount of \$181,554.44.

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

*5. Motion to approve Professional Education Services, Inc. to provide educational instruction services for Student #4055902548 currently at High Focus Centers of Branchburg, commencing December 24, 2018, and continuing until further notice, in the amount of at the rate of \$41.00 per hour, not to exceed a total of 2 hours per day.

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

*6. Motion to approve a contract with Brad & Kim Dalrymple, Inc. for school related activities transportation for the 2018-2019 school year in the amount of \$400.00.

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

*7. Motion to approve Educational Services Commission of NJ to provide instructional services for Student #3404410652 at Children’s Specialized Hospital, New Brunswick, commencing November 26, 2018 until further notice, in the amount of \$69.00 per hour, not to exceed a total of 10 hours per week.

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

*8. Motion to approve Developmental Pediatrics to perform a Neuro-Developmental Evaluation for Student #9267094826 at the Hunterdon Medical Center, Flemington, NJ, at a cost of \$927.00.

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

*9. Motion to approve Home/Bedside Instruction Agreement with Saint Clare’s Hospital for Student #7099573002, commencing January 16, 2019, and continuing until further notice, in the amount of \$55.00 per hour for a total of 5 hours per week.

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

*10. Motion to approve the submission of Amendment 1 for the ESEA FY 18-19 Grant. This is to increase original grant for carryover.

	<u>Original Allocation</u>	<u>Revised Allocation</u>
TITLE I	\$ 162,992	\$ 162,922
TITLE IIA	\$ 41,494	\$ 55,996
TITLE IV	\$ 10,000	\$ 18,300

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

*11. Motion to approve the submission of Amendment 1 for the IDEA FY 18-19 Grant. This is to increase original grant for carryover.

IDEA Basic	\$401,746	\$404,931
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(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

N. Public Comment

O. Second Executive Session

EXECUTIVE SESSION (If Necessary)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Warren Hills Regional Board of Education adjourns to closed session to discuss:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
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BE IT FURTHER RESOLVED, that the Warren Hills Regional Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and

BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

(Motion_____Second_____)

P. Reconvene_____p.m.

(Motion_____Second_____)

Q. Adjourn_____p.m.

(Motion_____Second_____)

***Roll Call**