WARREN HILLS REGIONAL BOARD OF EDUCATION
REORGANIZATION & REGULAR MEETING

January 3, 2019

7:00 p.m.

A. Call to order - Mrs. Donnamarie Palmiere

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. Oath of Office to be administered to the newly elected and re-elected Board of Education members by Board Secretary:

<table>
<thead>
<tr>
<th>DISTRICT</th>
<th>NAME</th>
<th>TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mansfield Township</td>
<td>Eric Walls</td>
<td>1/1/19 – 12/31/2019</td>
</tr>
<tr>
<td>Mansfield Township</td>
<td>Corey J. Piasecki</td>
<td>1/1/19 – 12/31/2020</td>
</tr>
<tr>
<td>Mansfield Township</td>
<td>Christine Pi</td>
<td>1/1/19 – 12/31/2021</td>
</tr>
<tr>
<td>Washington Township</td>
<td>Sam Knutson</td>
<td>1/1/19 – 12/31/2021</td>
</tr>
</tbody>
</table>

C. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1

A school board member shall abide by the following Code of Ethics for School Board Members:

a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
c. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.

f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

i. I will support and protect school personnel in proper performance of their duties.

j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

D. Roll Call - Mrs. Donnamarie Palmiere

<table>
<thead>
<tr>
<th>Joseph Bodenschatz</th>
<th>Sam Knutson</th>
<th>Christine Pi</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher Cannavo</td>
<td>Lisa Marshall</td>
<td>Corey Piasecki</td>
</tr>
<tr>
<td>Christopher Hamler</td>
<td>Paula Merrill</td>
<td>Eric Walls</td>
</tr>
</tbody>
</table>

E. NOMINATION FOR THE POSITION OF BOARD PRESIDENT

Motion by______, to nominate__________, for President of the Warren Hills Regional Board of Education.

Are there any other nominations for President?

Motion by______, seconded by______, to close nominations for President of the Warren Hills Regional Board of Education.

Motion to elect the President of the Warren Hills Regional Board of Education.
(Motion__________ Second_________________/Yes____No_____Abstain____)

Newly elected President assumes chair

January 3, 2019
F. NOMINATION FOR THE POSITION OF BOARD VICE PRESIDENT

Motion by______, to nominate______, for Vice President of the Warren Hills Regional Board of Education.

Are there any other nominations for Vice President?

Motion by______, seconded by______, to close nominations for Vice President of the Warren Hills Regional Board of Education.

Motion to elect the Vice President of the Warren Hills Regional Board of Education.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

Newly elected Vice President assumes chair

Public Comments from the audience (on Agenda items only)

G. Board Reorganization Motions for the period ending June 30, 2019:

*1. Motion to approve the 2019 Warren Hills Regional Board of Education meeting calendar, as attached. Meetings to be held at the Board Office, Bowerstown Campus at 6:30 p.m. for Executive Session and 7:00 p.m. for regular session.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

*2. Motion to appoint Nisivocia & Company, Auditor/Public School Accountant.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

*3. Motion to appoint Schenck, Price, Smith & King, LLP, as general counsel for all legal matters related to the Board of Education.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

*4. Motion to appoint Scarinci & Hollenbeck, LLC, as Special Counsel for Special Education and other matters as assigned.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

*5. Motion to appoint Wilentz, Goldman and Spitzer, P.A., as bond and construction attorneys for the building projects.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

*6. Motion to appoint Design Resources Group, as architect of record.
(Motion____________ Second____________ /Yes_____ No_____ Abstain____)

(Motion____________ Second____________ /Yes_____ No_____ Abstain____)
8. Motion to appoint Integrity Consulting Group as Broker for Health Insurance.
(Motion________________ Second________________ /Yes____No____ Abstain____)

9. Motion to appoint Brown & Brown Insurance Brokers as Broker for the Student Accident Insurance.
(Motion________________ Second________________ /Yes____No____ Abstain____)

10. Motion to approve AXA Equitable, Oppenheimer and Lincoln Investment Planners [403B and 457’s].
(Motion________________ Second________________ /Yes____No____ Abstain____)

11. Motion to approve Ameriflex as Flexible Spending Account provider.
(Motion________________ Second________________ /Yes____No____ Abstain____)

12. Motion to appoint Dr. Jeffrey Merkley as school physician.
(Motion________________ Second________________ /Yes____No____ Abstain____)

(Motion________________ Second________________ /Yes____No____ Abstain____)

14. Motion to appoint Donnamarie Palmiere as Public Agency Compliance Officer.
(Motion________________ Second________________ /Yes____No____ Abstain____)

15. Motion to appoint Donnamarie Palmiere as the Qualified Purchasing Agent with a bid threshold of $40,000.
(Motion________________ Second________________ /Yes____No____ Abstain____)

16. Motion to approve procurement of goods and services through state contracts.
(Motion________________ Second________________ /Yes____No____ Abstain____)

17. Motion to appoint Dennis Mack as Affirmative Action Officer.
(Motion________________ Second________________ /Yes____No____ Abstain____)

18. Motion to appoint Dawn Moore as 504 Committee Coordinator.
(Motion________________ Second________________ /Yes____No____ Abstain____)

19. Motion to appoint Dennis Mack as Homeless Liaison.
(Motion________________ Second________________ /Yes____No____ Abstain____)

20. Motion to appoint Anthony Sbriscia, Director of Plants & Facilities, as Asbestos Management Officer, Safety and Health Designee, Integrated Pest Management Coordinator, Right to Know Officer and Air Quality Designee.
(Motion________________ Second________________ /Yes____No____ Abstain____)
21. Motion to adopt the following resolution:

RESOLVED, That the PNC Bank, Washington Office; Investors Savings Bank be designated the depositories for the Warren Hills Regional Board of Education accounts and certificates and, be it further
RESOLVED, That all checks, drafts, notes or warrants drawn against said accounts be signed and, be it further
RESOLVED, That the Investors Bank, Washington NJ offices, be designated the depository for Warren Hills Regional general working accounts and, be it further
RESOLVED, That no checks, drafts or warrants drawn against said accounts be valid unless so signed.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

22. Motion to designate the Express-Times as the official newspaper to carry legal ads.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

23. Motion to approve, based on the recommendation of the superintendent, that the existing bylaws and policies be approved, adopted and continued in use with the exception of policy #0155, “Board Committees,” pending amendment and re-adoption of said policy at a future meeting, however, there shall continue to be a Negotiations Committee whose members shall be named by the Board President as soon as practical.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

24. Motion to approve, adopt and continue the existing 7th – 12th grade curriculum, assigned textbooks, co-curricular clubs and programs and student activities unless and until amended by action of the Board.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

25. Motion to appoint Donnamarie Palmiere, Business Administrator/Board Secretary, as custodian of government records and to appoint Earl C. Clymer, III, Superintendent, as custodian of student and personnel records, in compliance with the Open Public Records Act.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

26. Motion to appoint Judith Favino as Treasurer of School Monies.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

27. Motion to appoint as Delegate of the New Jersey School Boards Association.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)

28. Motion to appoint as Alternate Delegate to the New Jersey School Boards Association.
(Motion_________ Second__________/Yes_____ No_____ Abstain____)
29. Motion to appoint ___________________________ as Delegate to the Warren County School Boards Association.
(Motion________________ Second______________/Yes_____ No_____ Abstain____)

30. Motion to appoint ___________________________ as Legislative Representative to the New Jersey School Boards Association.
(Motion________________ Second______________/Yes_____ No_____ Abstain____)

H. Minutes of the December 11, 2018 Regular and Executive Session meetings.
(Motion________________ Second______________/Yes_____ No_____ Abstain____)

I. Communications – Mrs. Donnamarie Palmiere

J. Old Business

K. New Business

L. Public Comments – 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. Superintendent’s Report – Earl C. Clymer, III

N. Action Items:
I. Personnel

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

<table>
<thead>
<tr>
<th>Code No.</th>
<th>Name</th>
<th>Nature of Action</th>
<th>Position</th>
<th>Salary</th>
<th>Location</th>
<th>Date Effective</th>
<th>Date Terminated</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Michele Banegas</td>
<td>Accept</td>
<td>Substitute Security</td>
<td>$16.00/hr</td>
<td>District</td>
<td>12/18/18</td>
<td>12/18/18</td>
<td>Resignation</td>
</tr>
<tr>
<td>2</td>
<td>Nely Arita-Lara</td>
<td>Amend</td>
<td>Substitute Custodian</td>
<td>$15.25/hr</td>
<td>District</td>
<td>11/26/18</td>
<td>6/30/19</td>
<td>Black seal license</td>
</tr>
<tr>
<td>3</td>
<td>Joseph Sciortino</td>
<td>Approve</td>
<td>Substitute Security</td>
<td>$16.00/hr</td>
<td>District</td>
<td>1/4/19</td>
<td>6/30/19</td>
<td>Approval in addition to Event Security</td>
</tr>
<tr>
<td>4</td>
<td>John Amey</td>
<td>Approve</td>
<td>Substitute Security</td>
<td>$16.00/hr</td>
<td>District</td>
<td>1/4/19</td>
<td>6/30/19</td>
<td>Approval in addition to Event Security</td>
</tr>
<tr>
<td>5</td>
<td>Jeffrey Dugan</td>
<td>Approve</td>
<td>Substitute Security</td>
<td>$16.00/hr</td>
<td>District</td>
<td>1/4/19</td>
<td>6/30/19</td>
<td>Approval in addition to Event Security</td>
</tr>
<tr>
<td>6</td>
<td>Pamela Schell</td>
<td>Approve</td>
<td>Substitute Security</td>
<td>$16.00/hr</td>
<td>District</td>
<td>1/4/19</td>
<td>6/30/19</td>
<td>Approval in addition to Event Security</td>
</tr>
<tr>
<td>7</td>
<td>Steven Tighe</td>
<td>Approve</td>
<td>Part-time night security &amp; Substitute Event Security</td>
<td>$16.00/hr</td>
<td>District</td>
<td>1/4/19</td>
<td>6/30/19</td>
<td>5 hours per night [4:30-9:30pm] All paperwork complete and on file</td>
</tr>
<tr>
<td>8</td>
<td>Jeffrey Buchinski</td>
<td>Approve</td>
<td>1:1 Paraprofessional</td>
<td>$15.00/hr</td>
<td>High School</td>
<td>1/7/19</td>
<td>End of Season</td>
<td>1:1 Aide for bowling team member</td>
</tr>
</tbody>
</table>

(Motion________________ Second_________________/Yes_____ No_____ Abstain____)

*2. Motion to approve the Settlement Agreement between the Warren Hills Regional School District and employee #23446974.

(Motion________________ Second_________________/Yes_____ No_____ Abstain____)

II. Education and Policy

*1. Motion to affirm the administrative decisions regarding the following HIB cases:

MS - 18-19 - None
HS - 18-19 - None

(Motion________________ Second_________________/Yes_____ No_____ Abstain____)
*2. Motion to approve the following travel and conference requests:

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Cost/Mileage</th>
<th>Date and Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Keith Dennison, Jesse O’Neill, Kevin Horn, Heather Garcia &amp; Stephanie Jacobs</td>
<td>Penny Kittle Presentation – Literacy Development Series</td>
<td>Rutgers University</td>
<td>$150.00 Registration each + Mileage</td>
<td>January 15, 2019</td>
</tr>
<tr>
<td>2</td>
<td>Elizabeth McKeown</td>
<td>Young Adult Literature &amp; How to Use it In Your Program</td>
<td>Allentown, PA</td>
<td>$269.00 Registration + Mileage</td>
<td>February 4, 2019</td>
</tr>
</tbody>
</table>

(Motion________________ Second____________________ /Yes____No_____ Abstain____)

*3. Motion to approve the following field trip requests:

<table>
<thead>
<tr>
<th>Code</th>
<th>Requested by:</th>
<th>Trip</th>
<th>Board of Education Cost</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Geri McKelvey</td>
<td>Middle School Intramural Bowling Club</td>
<td>Transportation</td>
<td>After school club</td>
</tr>
<tr>
<td>2</td>
<td>Mary Kaye Bartek</td>
<td>Builders Club students to food pantry</td>
<td>Transportation – one way</td>
<td>After school to food pantry where parents will pick students up</td>
</tr>
<tr>
<td>3</td>
<td>Mary Kaye Bartek</td>
<td>Middle School Ski Club to ski mountain</td>
<td>N/A</td>
<td>$100/student - After school club</td>
</tr>
<tr>
<td>4</td>
<td>Alison Frey, DeanaMarie Turner &amp; Nicholas Sarlo</td>
<td>DECA Club to district competition</td>
<td>Transportation + Substitutes</td>
<td>Competition</td>
</tr>
<tr>
<td>5</td>
<td>Margaret Devine &amp; Patricia Corvino</td>
<td>Middle School Horizons to Countywide Debate</td>
<td>Transportation</td>
<td>Competition</td>
</tr>
<tr>
<td>6</td>
<td>Elizabeth Horvath</td>
<td>JV Cheerleading Team to Orlando, Florida</td>
<td>Transportation</td>
<td>National Cheerleading Competition</td>
</tr>
<tr>
<td>7</td>
<td>Jennifer Giannoni</td>
<td>Debate Team to New Jersey Bar Mock Trial</td>
<td>Substitute + Transportation</td>
<td>2019 County Competition – Additional date to be added if the team advances</td>
</tr>
<tr>
<td>8</td>
<td>Patricia Smith</td>
<td>FFA classes to farm show</td>
<td>Substitute + Transportation</td>
<td>Curriculum</td>
</tr>
<tr>
<td>9</td>
<td>Heather Heslin &amp; Maylin Ramirez</td>
<td>MD Classes for Community Based Instruction</td>
<td>Substitutes, Nurse + Transportation</td>
<td>Various dates to local establishments</td>
</tr>
</tbody>
</table>

(Motion________________ Second____________________ /Yes_____No_____ Abstain____)

*4. Motion to approve Evolution Training Center, LLC, to provide tumbling services to our Cheerleading Team at no cost to the district.

(Motion________________ Second____________________ /Yes_____No_____ Abstain____)
III. Budget and Finance

*1. The Warren Hills Regional Board of Education approves the November, 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 November, 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 overexpend 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 December 12, 2018 through January 3, 2019, including December, 2018 payrolls, in the amount of $2,313,176.06. (Motion__________ Second__________/Yes______No______Abstain______)

*3. Motion to approve transfers in the amount of $19,977.62 for the month November, 2018. (Motion__________ Second__________/Yes______No______Abstain______)

*4. Motion to approve Home/Bedside Instruction Agreement with Saint Clare’s Hospital for Student #4055902548, commencing December 11, 2018, 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______)

*5. Motion to approve LearnWell to provide educational instruction services for Student #3215467566 currently at Summit Oaks Hospital, commencing December 10, 2018 and continuing until further notice, in the amount of $45.50 per hour for a total of 10 hours per week. (Motion__________ Second__________/Yes______No______Abstain______)

*6. Motion to approve LearnWell to provide educational instruction services for Student #3644034865 currently at Summit Oaks Hospital, commencing December 11, 2018 and continuing until further notice, in the amount of $45.50 per hour for a total of 10 hours per week. (Motion__________ Second__________/Yes______No______Abstain______)

*7. Motion to approve a Special Education Tuition Contract with Morris Hills Regional District Board of Education for Student #5895878105 for the 2018-2019 school year beginning November 2, 2018 through June 30, 2019 in the amount of $18,710.44. (Motion__________ Second__________/Yes______No______Abstain______)

January 3, 2019
9
*8. Motion to approve Parental Transportation Contract # WHPC18-19D with the parents of Student ID #2020436 for the 2018-2019 school year beginning January 1, 2019 through June 30, 2019 in the amount of $3,190.46.
(Motion________________Second_________________/Yes____No_____Abstain_____

*9. Motion to approve the following resolution:

Resolved, the Warren Hills Regional Board of Education authorizes Design Resources Group, Architects to replace various sections of the existing high school roof under the continuing roof replacement program at a cost of $580,000.
(Motion________________Second_________________/Yes____No_____Abstain_____

O. Public Comment

P. Executive Session

EXECUTIVE SESSION
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

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.

Q. Convene to Executive Session ___________p.m.
(Motion________________Second_________________/Yes____No_____Abstain_____

R. Reconvene ___________p.m.
(Motion________________Second_________________/Yes____No_____Abstain_____

S. Adjournment ___________p.m.
(Motion________________Second_________________/Yes____No_____Abstain_____

*Roll Call
January 3rd [Reorganization]

January 22

February 12

March 5 and 19

April 9 and 30 [Public Hearing]

May 14 [adoption of budget and offer of employment for non-tenured teachers]

June 25

July 10

August 20

September 24

October 15

November 19

December 10

January 7th (2020) [Reorganization]

Executive Session starts at 6:30 p.m. and Regular meeting at 7:00 p.m.

DMP/ms