

WARREN HILLS REGIONAL BOARD OF EDUCATION

February 21, 2017

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order - Mrs. Lisa Marshall

B. Roll Call - Mrs. Estrella Molinet

Linda Feller	Christopher Hamler	Patrick O'Malley
Jennifer Knittel	Richard Havrisko	Richard Young
Kathleen Halpin	Paula Merrill	Lisa Marshall

EXECUTIVE SESSION- 6:30 p.m. (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*
- 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.

C. Convene to Executive Session _____ p.m.

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

D. RECONVENED: 7:00 p.m.

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

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 February 7, 2017, Regular and Executive Session meetings:

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

F. Communications – Mrs. Estrella Molinet

G. Public Comment – concerning action items.

H. Student Report – Student Representatives

I. Presenters:

- SFC George Johnson, US Army, iSTEAM presentation
- Geri Mckelvey, Director of Athletics & Extra-Curricular Activities

J. Superintendent’s Report – Dennis Mack, Interim Assistant Superintendent

K. Board of Education Goals for the 2016-2017 School Year

- *Research and assess strategies to improve student achievement for ALL students, e.g. Advanced Placement, Vocational Education, Special Education, Gifted & Talented, General Education etc.*
 - *Supplemented by Center for Public Education Checklist*
- *Improve communication from the Board of Education to the community at large, specifically educating stakeholders on Board roles, responsibilities, and limitations*
- *Establish a two-pronged Board of Education training plan,*
 - *For each newly elected or appointed member, see Policy 0144 - Board Member Orientation and Training, and*
 - *For the full Board of Education with the objectives of 2.a) earning additional certifications and 2.b) improved understanding of financial operations for all members*

L. Committee Reports

Committee	Date	Discussion
Budget & Finance	No meeting held	By Chair: Mr. O'Malley
Buildings & Grounds	No meeting held	By Chair: Mr. Havrisko
Education & Policy	February 21, 2017	By Chair: Mrs. Marshall
Personnel	February 13, 2017	By Chair: Mrs. Halpin
Student Activities & Transportation	No meeting held	By Chair: Mr. Hamler
Technology	No meeting held	By Chair: Mr. Young

M. Old Business

N. New Business

O. Action Items

I. Personnel

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

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Cynthia Wiseburn	Approve	Maternity Replacement Social Studies Teacher	\$259.02/diem	Middle School	On or about 5/22/17	6/30/17	Replaces Maria Forsythe
2	Eric McCauley	Approve	Substitute Teacher	\$85/day	District	2/22/17	6/30/17	Pending receipt of County Substitute Certificate

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

***2. 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	Anthony Bonelli	Volunteer Baseball	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey
2	Michael Bloom	Volunteer Baseball	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey

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

II. Education and Policy

*1. Motion to approve the **second and final reading** of the following revised policies for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

1510 P&R Americans with Disabilities Act
2415.30 P Title I – Educational Stability for Children in Foster Care
 [New]
2418 P&R Section 504 of the Rehabilitation Act of 1973-Students
 [New]
5116 P&R Education of Homeless Children
8330 P&R Student Records

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

*2. Motion to acknowledge the administrative decision regarding the following HIB case:

MS – 16-17 – 007, 008 & 009
 HS - 16-17 – None

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

*3. Motion to approve the 2017-2018 school year calendar. [Attachment “A”]

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

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

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Jennifer Knittel & Lisa Marshall	NJSBA Technology Conference	West Windsor, NJ	\$99. Registration each + Mileage	3/2/17
2	Cesar Mendes	2017 FLENJ Annual Conference	Iselin, NJ	\$165. Registration + Mileage	3/31/17 & 4/1/17
3	Patrick O'Brien	Successfully Flip Your Social Studies/History Instruction 6-12	Newark, NJ	\$245. Registration + Mileage	3/27/17
4	Amanda Brown	Preparing the Next Generation of World Language Teachers	Monroe Twsp., NJ	\$125. Registration + Mileage	3/16/17
5	Amanda Brown	FLENJ Annual Conference	Iselin, NJ	\$100. Registration + Mileage	3/31/17
6	Anthony Sbriscia	NJSBGA Expo	Atlantic City, NJ	\$200. Registration, Mileage, Accommodations & Incidentals	3/13-15/17

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

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Christine Tyburczy	Peer Leaders to cross-age teaching program for drug/alcohol prevention	Transportation	AAFTL - Peer Program to Mansfield Elementary
2	Margaret Devine	Horizons 7/8 Grade Debate Team	Transportation	AAFTL
3	Margaret Devine	7 th Grade Horizons to Warren County Consortium for Student Enrichment	Transportation	AAFTL
4	L. Jeannie Zamora	Spanish Classes to taste authentic Mexican food	Transportation	AAFTL – 2 different days, \$13/student
5	Mary Louise Rowlin	MD/AU Classes to Papermill Playhouse	Transportation + \$8.50 for 11 adult tickets	AAFTL - \$8.50 per student
6	Alison Frey & Marshall Cuomo	DECA State Conference	Transportation	AAFTL - \$184. per student for lodging

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

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approves the January, 2017 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 January, 2017; 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 1, 2017 through January 31, 2017, including January payrolls, in the amount of \$3,123,803.61.

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

*3. Motion to approve transfers in the amount of \$358,001.60 for the month of January, 2017.

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

*4. Motion to approve the Sports Medicine Services Agreement between the Warren Hills Regional School District and Saint Luke's Physician Group for the Resident Athletic Trainer for the period July 1, 2017 through August 31, 2017, for 8 hours per day for 45 days at \$15.00 per hour, not to exceed \$5,400.00.

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

*5. Motion to approve the resolution for the state aid audit findings from 2014-15 for Extraordinary Aid 192-193 in the amount of \$10,489.

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

*6. Motion to accept a donation in the amount of \$847.92 from Village Supermarkets, Inc. for the Combo Bottle Filling Station at the high school, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

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

*7. Motion to approve Whitehall Associates, Inc. to perform the demographic study for the school district in the amount of \$5,000.00.

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

*8. Motion to approve the attached Resolution authorizing the submission of Other Capital Project Documents to the Department of Education. [Attachment "B"]

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

*9. Motion to approve a Contract with Morris-Union Jointure Commission for a full-time teacher assistant for Special Education Student 32-17 (SID #2612772623) for the remainder of the 2016-2017 school year, in the amount of \$68,150.00.

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

*10. Motion to authorize Kimberly Eilenberger and Amanda Best to apply for the Frederick L. Hipp Foundation Grant in the amount of \$10,000 for the purpose of funding Self Defense Education as recommended by the Superintendent and Middle School Principal.

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

*11. Motion to approve an Independent Contractor Agreement between Warren Hills Regional School District and Kerri Bataille, Special Education Teacher of the Deaf, for the 2016/2017 school year, commencing March 1, 2017, at the rate of \$50.00 per hour for 4 hours per week. Additional fees may be charged for meetings in excess of 15 minutes.

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

*12. Motion to approve Professional Education Services, Inc. to perform educational instruction services for Student #3314035814, commencing February 10, 2017 and continuing until further notice, at the rate of \$41.00 per hour, not to exceed a total of 2 hours per day.

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

*13. Motion to approve the disposition of the district's obsolete 2002 International 54 passenger bus, Vin No. 1HVBRAAN02A942720 for \$1,000.00, pursuant to Policy 7300, DISPOSITION OF PROPERTY.

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

P. Public Comment

Q. Second Executive Session

EXECUTIVE SESSION (If Necessary)

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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*

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R. Convene to Second Executive Session _____ p.m.

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

S. Reconvene _____ p.m.

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

T. Adjournment _____ p.m.

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

***Roll Call**

Warren Hills Regional Public Schools 2017 - 2018 SCHOOL YEAR

July						
S	M	T	W	T	F	S
					1	2
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2 / 2						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	T	T	30	31		

September 19 / 21						
S	M	T	W	T	F	S
					R	2
3	H	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 21 / 42						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	T	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 18 / 60						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	R	R	11
12	13	14	15	16	17	18
19	20	21	22	H	R	25
26	27	28	29	30		

December 16 / 76						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	R	R	R	R	R	31
31						

Student Days 181			
August	2		
September	19	February	18
October	21	March	21
November	18	April	18
December	16	May	22
January	21	June	5

H=Holiday; T=Teachers Only; R=Recess; \ = 1/2 Day Recess

August	22	New Staff Orientation
August	21	7th & 9th Grade Orientation
August	28	1st day for staff
August	29	Full Staff
August	30	First Day for Students 1/2 day PD -T
August	31	Half day
September	1	School Closed
September	4	School Closed-Labor Day
September	14	HS Back to School Night (early dismissal)
September	27	MS Back to School Night (early dismissal)
October	9	School Closed Students - Teachers Only
November	9,10	NJEA Convention - School Closed
November	22	Half Day Session
November	23-24	Thanksgiving Break - School Closed
December	22	Start Holiday Recess - Half Day
December	25-29	Holiday Recess
January	1	Holiday
January	15	Martin Luther King Day - School Closed
February	16-19	Presidents Weekend - School Closed
March	30	Holiday
April	2-4	Spring Recess - School Closed
May	16	Half Day Students AM, Teacher PD
May	28	Memorial Day - School Closed
June	4-7	Half Day Students AM, Teacher PD
June	7	Promotion Ceremony
June	8	Graduation Day

January 21 / 97						
S	M	T	W	T	F	S
	H	2	3	4	5	6
7	8	9	10	11	12	13
14	H	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 18 / 115						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	R
17	18	H	20	21	22	23
24	25	26	27	28		

March 21 / 136						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	H
31						

April 18 / 154						
S	M	T	W	T	F	S
1	R	R	R	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 22 / 176						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	H	29	30	31	

School Calendar is subject to change if deemed necessary.

IMPORTANT:

In the event the district uses the majority of scheduled emergency closing days, the following days will be added back as school days:

Presidents' Friday

Followed by Spring Recess

Beginning with April 4, 3, 2 as needed

Check District website for updates at www.warrenhills.org

Board Approved

June 5 / 181						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	T	9
10	R	R	R	R	R	16
17	R	R	R	R	R	23
24	R	R	R	R	R	30

Warren Hills Regional School District
89 Bowerstown Road
Washington, NJ 07882

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
WARREN HILLS REGIONAL SCHOOL DISTRICT
IN THE COUNTY OF WARREN, NEW JERSEY
AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT DOCUMENTS
TO THE NEW JERSEY DEPARTMENT OF EDUCATION**

RESOLVED that the Warren Hills Regional School District Board of Education approve the following projects:

- **Partial Roofing Replacement at Warren Hills Regional High School (FVHD # 4977 / NJDOE # 5465-050-17-1000)**
- **Partial Roofing Replacement at Warren Hills Regional Middle School (FVHD #4 978 / NJDOE #5465-060-17-2000)**
- **Toilet Room Renovations at Warren Hills Regional High School (FVHD # 4979 / NJDOE #5465-050-17-2000)**
- **Toilet Room Renovations at Warren Hills Regional Middle School (FVHD # 4980 / NJDOE #5465-060-17-1000)**

BE IT FURTHER RESOLVED that the District's Architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf.

BE IT FURTHER RESOLVED that the above project be approved as "Other Capital projects" as defined in N.J.A.C. 6A:26 – The District will not seek State funding for the above project.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above project be approved.

CERTIFICATION

I, Estrella M. Molinet, Business Administrator/Board Secretary of the Board of Education of the Warren Hills Regional School District in the County of Warren, New Jersey (the "Board"), DO HEREBY CERTIFY that the resolution entitled "**RESOLUTION OF THE BOARD OF EDUCATION OF THE WARREN HILLS REGIONAL SCHOOL DISTRICT IN THE COUNTY OF WARREN, NEW JERSEY AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT DOCUMENTS TO THE NEW JERSEY DEPARTMENT OF EDUCATION,**" is a copy of the resolution which was duly adopted by the Board at a meeting duly called and held on February 21, 2017, in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq., at which meeting a quorum was present and acting throughout and which resolution has been compared by me with the original thereof as contained in the minutes as officially recorded in my office in the Minute Book of the Board and is a true, complete and correct copy thereof and the aforesaid resolution has not been repealed, amended or rescinded but remains in full force and effect on and as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Board this 21st day of February, 2017.

(seal)

Estrella M. Molinet
Business Administrator/Board Secretary