

**Warren Hills Regional  
Board of Education  
Regular Meeting  
April 10, 2018**

**A. Call to Order**

The meeting was called by order by Lisa Marshall, President

**B. Roll Call**

Roll call was taken by Estrella Molinet. Members present were Joseph Bodenschatz, Christopher Cannavo, Christopher Hamler, Jennifer Knittel, Lisa Marshall, Paula Merrill, Eric Walls and Richard Young. Corey Piasecki was absent. Also present were Earl Clymer, Estrella Molinet, Dennis Mack and Annette Walters.

**C. Executive Session**

Motion by Christopher Cannavo and seconded by Jennifer Knittel to go into Executive Session at 6:31 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*

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.

**D. Reconvene**

Motion by Christopher Cannavo and seconded by Joseph Bodenschatz to reconvene into open session at 7:09 p.m.

**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 by Paula Merrill and seconded by Jennifer Knittel to approve the Minutes of the March 27, 2018, Regular and Executive Session meetings.

MOTION: Paula Merrill		SECOND: Jennifer Knittel		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo			X	
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

F. Communications – None.

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

**Middle School:**

Congratulations to three 7<sup>th</sup> grade students, Kapri Delghiaccio, Mackenzie Ferris and Ivana Viznovych who organized and facilitated the Warren Hills March Madness tournament to raise awareness and money for the HS *Girl Up* Club and the Malala Fund. These three young ladies created the entire event, including research and slide presentations about the *Girl Up* mission, tournament plans and development, HR donation bag creation, and email correspondence. The activity raised over \$80 for the high school *Girl Up* Club and Malala Fund.

On March 29th, Mrs. Tyburczy brought the Peer Leaders to Washington Boro Memorial School for a cross-age teaching drug prevention program. The Peer leaders separated the 6th grade students into small groups and discussed the negative effects of using drugs, alcohol and tobacco. The program is designed to send a serious message while using some fun and interactive activities led by student peers.

**High School:**

Video Link - <http://bluestreaknews.com/1079/video/the-storm/streaks-have-you-heard-episode-3/>

**Discipline/Suspension Reports:**

MS – 4 - ISD; 4 - OSS  
 HS – 23 – ISD; 8 - OSS

Meeting with NKBA, Bill Darcy, Tech Pathways Partnership Opportunity – Mr. Hamler attended  
 Committee Meeting Calendar Update

**H. Presenter(s)**

Mr. Daryl Detrick & Computer Science Students gave a presentation on Computer Science Girls Coding Girls.

## **I. Goals:**

### **Warren Hills Regional School District Goals for 2017-2018 School Year**

1. Research and assess strategies to improve student achievement for ALL students, including but not limited to Advanced Placement, Vocational Education, Gifted & Talented, General Education, and Special Education.
2. Support Phase II of the implementation of the PLCs.
3. Improve communication to the community at large, especially regarding District initiatives.

### **Warren Hills Regional Board of Education Goals for 2017-2018 School Year**

1. Gain a better understanding of all line item transfers and the monthly Board Secretary and Treasurer of School Monies financial reports.
2. 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. *[Jennifer Knittel, Paula Merrill and Lisa Marshall attended Leadership weekend in Princeton in April]*

## **J. Committee Reports**

Education and Policy Committee met on today. They discussed the following:

- Gifted and Talented program – Edgenuity, Summer Robotics
- Discussed school security program
- SRO Contract
- Discussed resident and nonresident students
- Scheduling process – requested idea of audit of programs that don't run. April 20<sup>th</sup> is the beginning of scheduling

Personnel Committee met on April 9, 2018 and will be discussed in Executive Session.

## **K. Old Business**

1. Crosswalk buttons
2. Handicap switch plates 500 wing – working as it should be.

## **L. New Business**

## **M. 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.

**N. ACTION ITEMS**

**I. PERSONNEL**

Motion by Jennifer Knittel and seconded by Eric Walls to accept the recommendation of the Superintendent to approve and adopt motions **I.1** through **I.2**, as described below:

1. Motion to approve the following Leave of Absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Sick Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	66185844	Maternity Leave	Psychologist	High School	8/27/18	14	9/17/18	9/17/18	N/A	On or about 11/1/18	N/A

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

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Mary Louise Rowlin	Approve	Supervisor of Special Education	\$98,500	District	7/1/18 or sooner	6/30/19	New position – EL & SLE Program
2	Tammy Mornick	Approve	Substitute Custodian	\$14.25/hour	District	4/11/18	6/30/18	All paperwork complete & on file
3	Paul Muffley	Approve	Substitute Custodian	\$14.25/hour	District	4/11/18	6/30/18	All paperwork complete & on file
4	Alexa Tauriello	Approve	Student Observation	N/A	High School	4/30/18	5/15/18	Under the direction of Mary Louise Rowlin

MOTION: Jennifer Knittel		SECOND: Eric Walls		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

## II. EDUCATION AND POLICY

Motion by Jennifer Knittel and seconded by Christopher Cannavo to remove motion **II.2**.

MOTION: Jennifer Knittel		SECOND: Christopher Cannavo		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

Motion by Christopher Cannavo and seconded by Jennifer Knittel to accept the recommendation of the Superintendent to approve and adopt motions **II.1, II.3, II.4 and II.5**, as described below:

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:

<b>7440 P&amp;Regs</b>	School District Security
<b>7441 P&amp;Regs</b>	Electronic Surveillance in School Buildings and on School Grounds
<b>5516.01 P</b>	Student Tracking Devices
<b>7522 Regs</b>	Tech Turn-In Procedure
<b>8630 Regs</b>	Emergency School Bus Procedures
<b>9150 Regs</b>	School Visitors
<b>9242 P</b>	Use of Electronic Signatures

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

MS – 17-18 – 013, 014 & 015  
 HS - 17-18 – None

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

Code	Requested by	Trip	Board of Education Cost	Discussion
1	Cynthia Bamford	MD/AU Classes for Community Based Instruction	Transportation	Community Based Instruction
2	Michael Perruso & Paul Irzinski	MS Gifted & Talented Program for environmental education & roundtable	Transportation	G&T Standards, out of school learning opportunities
3	Adam Slack & Mark Smith	Archery Club to National competition	Substitutes, lodging, mileage, meals & incidentals	Competition
4	Heather Heslin, Rebecca Flanery & Toni Manfra	MS KIDZ Connection & HS Best Buddies Clubs to end of year activity	Nurse & Aides	\$14/student for activities, food and transportation

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

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Meghan McGeehan & Keith Dennison	N.J.Digital Citizenship Symposium	Franklin Twsp., NJ	\$195. Registration each + Mileage	May 8, 2018 - budgeted
2	Earl Clymer	NJASA/NJAPSA Spring Leadership Conference	Atlantic City, NJ	\$550. Registration, Accommodations, Mileage & Incidentals	May 16-18, 2018
3	Kathleen Morgan	NJ Foreign Language Educators Conference	Iselin, NJ	\$160. Registration + Mileage	April 13, 2018 - budgeted

MOTION: Christopher Cannavo		SECOND: Jennifer Knittel		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

Motion by Christopher Cannavo and seconded by Christopher Hamler to accept the recommendation of the Superintendent to approve and adopt motions **II.6** through **II.7**, as described below:

6. Motion to add the HIB hearing appeal.

MOTION: Christopher Cannavo		SECOND: Christopher Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

7. Motion for the Board to affirm the HIB determination after due consideration to the appeal in this matter.

MOTION: Christopher Cannavo		SECOND: Christopher Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

### III. BUDGET AND FINANCE

Motion by Richard Young and seconded by Paula Merrill to accept the recommendation of the Superintendent to approve and adopt motions **III.1** through **III.4**, as described below:

1. Motion to approve the purchase order list dated March 1, 2018 through March 31, 2018 in the amount of \$95,285.17.

2. Motion to approve a change in placement for Student #7545631995 from Warren County Special Services School District to New Jersey Project Teach/Tech: Warren Campus, commencing April 3, 2018.

3. Motion to approve a Special Education Tuition Contract for Student #9590942022 with Hunterdon Preparatory School for the 2017/2018 school year, commencing April 9, 2018, in the amount of \$13,397.40 (54 days @ \$248.10 per day).

4. Motion to accept a donation from the Booster Club in the amount of \$2,200 for all sports to help off set the end of year banquets, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

MOTION: Richard Young		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X		X from Prime Healthcare Services	
Paula Merrill	X			
Corey Piasecki				X
Eric Walls	X			
Richard Young	X			

O. Public Comment - None

**P. Second Executive Session**

Motion by Paula Merrill and seconded by Jennifer Knittel to go into Executive Session at 8:22 p.m. as indicated below:

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:

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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.

**Q. Reconvene**

Motion by Paula Merrill and seconded by Christopher Cannavo to reconvene into open session at 8:54 p.m.

**R. Adjourn**

Motion by Paula Merrill and seconded by Christopher Cannavo to adjourn at 8:54 p.m.

Respectfully submitted,

Estrella M. Molinet  
Business Administrator/Bd. Sec'y.

dmg