

**Warren Hills Regional
Board of Education
Regular Meeting
April 19, 2016**

The Warren Hills Regional Board of Education met in Regular Meeting on April 19, 2016 at 6:30 p.m. in the Board Meeting Room.

Call to Order The meeting was called to order by Richard Havrisko, President.

Roll Call Roll call was taken by Estrella Molinet. Members present were Daniel Brundage, Linda Feller, Donna Golda, Kathleen Halpin, Christopher Hamler, Richard Havrisko, Lisa Marshall and Richard Young. Also present were Gary R. Bowen, Estrella Molinet and Earl C. Clymer.

Executive Session Moved by Kathleen Halpin and seconded by Lisa Marshall to go into Executive Session 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:

- 1) *Superintendent's Harassment, Intimidation and Bullying ("HIB") update/recent matters and investigations, if any; and*
- 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.

Ayes 8 Nays 0

The Board entered into Executive Session at 6:35 p.m.

Reconvene Moved by Christopher Hamler and seconded by Lisa Marshall to reconvene into open session at 7:03 p.m.

Ayes 8 Nays 0

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 providing academic and co-curricular opportunities to become successful, productive members of the global community.

Pledge of Allegiance

Minutes Moved by Lisa Marshall and seconded by Donna Golda to approve the Minutes of the Regular and Executive Session meetings of April 5, 2016.

Ayes 8 Nays 0

Interviews Washington Township Board of Education Candidate Interviews:

7:00 p.m. – Dawn Ross
7:15 p.m. – Patrick O’Malley

Comm. Communications: None.

Citizens Part Citizens Participation: None.

Student Report Student Report – Student Council Representatives:

<u>Middle School</u>	<u>High School</u>
Kharissa Muhammad	Amanda Elbassiouny
Christopher Fluta	Samantha Thompson

The above student representatives reported on:

Middle School:

- The National Junior Honor Society collected varied items for the “Troop Drive.” All collected items were sent overseas to service personnel in the armed forces.
- The National Junior Honor Society Induction ceremony was held on April 13th. Twenty-seven 7th grade students were inducted into the society.
- April is Organ Donation Awareness Month. Mrs. Best and Mrs. Rader facilitated awareness activities and are finalizing plans for the Donor Walk to be held in May.
- Middle School Forensics club took first place in a recent tournament.

- Thirty-six middle school students were recognized as character pillars of fairness this month
- Three middle school students earned the title of Champions at the Battle of the Books competition.

High School:

- PARCC testing began this week. As students were testing, the senior class had meetings to discuss Project Graduation and the graduation ceremony.
- Key Club members, in conjunction with the Kiwanis Club, are planning a Senior Citizens Bingo event at the senior home in Oxford.
- Junior Prom is next Friday and all students are excited to go to the dance.
- This past weekend, the drama club performed Guys and Dolls as the spring musical. Each of the 4 performances was outstanding!
- National Honor Society will host the Relay for Life event on Saturday, May 14th at the Athletic Complex.
- The Peer Leaders raised \$100.00 for Project Graduation through the Penny Wars activity.

Supt's
Report

Superintendent's Report:

Superintendent's Report - Dr. Gary R. Bowen

Introduction of new school principals:

HS – Christopher Kavcak

MS – Lee Turkowski

Progress Report of District Goals for the 2015-2016 School Year

- *Review, research, assess, and recommend fiscal efficiencies in the instructional and operational/ non-instructional components or the 2016-2017 district budget. (Goal Completed March 2016)*
- *The middle school Gifted & Talented program for grades 7-8 will be reviewed, assessed, researched for optimal methodologies resulting in recommendations for modification as may be appropriate. (Goal Completed March 2016)*
- *Resources in time and outside expert consultation will be made available to the Middle and High School Bell Schedule (EBD) committees so that each may fully and fairly consider future modifications to their respective daily instructional schedules in grades 7-8 and 9-12 independently. (Goal Completed January 2016)*

Good News and Progress

- Congratulations to the **MS NJHS students for their successful fundraiser** of a donation drive to support our troops. Over 284 items

were collected to help bring some comfort to our troops! We thank all those who contributed to this worthy cause.

- Congratulations to 8th grade student, Nirvani Mangru, whose entry in the **WHRSD mascot contest** was overwhelmingly voted as the winning design for our new mascot! We are proud of all the students who entered this contest and look forward to seeing Nirvani's winning design "come to life!"

- Congratulations to the following **Forensics Club students** for their wonderful performance at the annual Warren County Invitational Forensics Tournament in the category of "Duo Drama:"

4th: Iyan Kariuki & Sophia Martin
3rd: Keilly Garrido & Emily Gilligan
2nd: Samantha Irwin & Isabella Terick
1st: Alexa Asis & Cassandra Hoy

- The **National Junior Honor Society held its 3rd annual induction ceremony** on 4/13/16. Congratulations to the 27 middle school inductees!

- **April is Organ Donation Awareness Month!** Mrs. Best and Mrs. Rader brought awareness to the MS as part of their NJEA HIPP Grant by encouraging everyone to wear Blue and Green in support of the cause on April 15th. Students are also starting to sign up for the DONATE Walk to be held on Saturday, May 21, 2016 at the HS stadium. This event will be covered by New Jersey Public Television Program *Classroom Close Up*. We are hoping to see a lot of our school community participate in this event!

- Congratulations to the 36 MS students who were recently recognized for the **Character Pillar of Fairness**.

- Congratulations to MS students, Carless Fisco, Julia Teets and Emily Mathew for winning **first place** in the **Warren County Battle of the Books competition** recently held at North Warren Regional High School.

- Seventh grader, Eiron Funda won the **New Jersey Association for Gifted Children 2016 Student Video Contest!** The contest was open to all students in New Jersey, Grade 12 and under!!! Only five winners were selected statewide as winners for their videos which represented the theme "Power Up! Learning All Day, Every Day!"

- Congratulations to Sarah Fontana, Warren Hills Regional High School Senior, who was selected to participate in the Rutgers School of

Engineering summer Governor's School of Engineering & Technology program.

- At the **State Floral Design Career Development Event** held March 11, 2016, the Warren Hills team placed 9th from 19 teams. Ashley Zarnowski placed 3rd overall while teammates Kaitlon Smith and Brittany Smith placed 29th and 31st respectively.
- Nicole Antonelli won 2nd place in the 2016 **Warren County High School Poetry and Fiction Contests**. Readings from the county winners will take place on Thursday, April 28, 2016 as part of the Visiting Author's Series held at Warren County Community College.
- Friday, April 29, 2016 the Warren Hills FFA will be hosting their **Annual Food for America** program. Local school districts have been invited to bring pre-K – 3rd graders to the high school to learn about farm animals that our students will be bringing for this event. Later in the day, high school classes will be invited to learn about the animals present that day as well.
- The following students have been nominated as part of the 10th **Annual Ocean County Library Student Film Festival**: Frankie Schriels for his film *Order 49* and Corinne Antonelli for her film *Small Fry*. The festival will be held on Saturday, April 23, 2016 in Mancini Hall at the Toms River Branch of the library.
- Save the date for the **Warren Hills High School Film Festival** to be held on May 20, 2016 at 7:00 p.m. at the Lakeland Center at Centenary College. Admission is free and open to the public.

Comm.
Reports

Committee Reports:

Buildings & Grounds Committee met on April 13, 2016 to revise the Use of Facility fee schedule.

Education & Policy met tonight regarding PARCC, updating policies, faculty training on Genesis System, IEP Direct training. The organizational chart is being updated.

Personnel Committee met on April 15, 2016 to discuss administrative salaries.

Richard Havrisko discussed the Wall of Fame banquet and said there would be 250 people in attendance.

Dr. Bowen recommended all personnel items.

I. PERSONNEL

Appoint E. Clymer Moved by Kathleen Halpin and seconded by Lisa Marshall to approve the following resolution:

Resolved that the Board of Education hereby appoints Earl C. Clymer, III, as Superintendent of Schools effective July 1, 2016, subject to the development of a mutually agreeable employment contract and Executive County Superintendent approval.

ROLL CALL VOTE: Ayes 8 Neyes 0

Appoint-ments Moved by Daniel Brundage and seconded by Linda Feller to approve/accept the following appointments/adjustments/resignations/retirements:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Robert Miller, Jr.	Adjust	Health & Physical Education Teacher	\$255.61/diem	High School	4/1/2016	6/17/2016	Completing School Year as the Leave Replacement Teacher for James Reynolds
2	Debra Vannatta	Appoint	Substitute Teacher	\$85/diem	District	4/20/2016	6/17/2016	Background Check Complete and on File
3	James Blackford	Appoint	Substitute Resource Personnel	\$16/hour	District	4/20/2016	6/17/2016	Background Check Complete and on File
4	Patty Toth	Appoint	Substitute Resource Personnel	\$16/hour	District	Pending	6/17/2016	Pending Receipt of Background Check

ROLL CALL VOTE: Ayes 8 Neyes 0

Adjustments/Stipends Moved by Daniel Brundage and seconded by Linda Feller to approve the following adjustments, stipends:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary Stipend	Location	Date Effective	Date Terminated	Discussion
1	Bonita Duryea	Winter Athletic Work – Nurse	Not to exceed 22.5 hours	\$45.00 per hour	High School	11/17/15	1/26/16	
2	Shannon McDowell	Special Education Teacher	Fifth preparation period	\$1,300 per semester	High School	9/1/15	6/17/16	In accordance with WHREA contract, Article VIII, A.9, <i>Time Requirements</i>
3	Kenneth Bryson	Observation	Alternate Route Candidate	N/A	High School	Pending	N/A	Observe Lauren Voight for 4 Clinical Hours Required for Alternate Route Certification from Thomas Edison State University

ROLL CALL VOTE: Ayes 8 Neyes 0

II. EDUCATION AND POLICY

Policies Moved by Lisa Marshall and seconded by Donna Golda to approve the **first reading** of the following revised policies and regulations for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

- P 0167** Public Participation in Board Meetings
- P 0168** Recording Board Meetings
- P 2422** Health and Physical Education
- P 2425** Physical Education – Abolish
- P 2622** Student Assessment
- P&R 5130** Withdrawal From School

ROLL CALL VOTE: Ayes 8 Nays 0

Revised Job Description Moved by Lisa Marshall and seconded by Donna Golda to approve the following revised job description [Document 1]:

- Director of Plants and Facilities

ROLL CALL VOTE: Ayes 8 Nays 0

HIB Moved by Lisa Marshall and seconded by Donna Golda to affirm the administrative decision regarding the following HIB case:

MS – 15-16-012
 HS – None

ROLL CALL VOTE: Ayes 8 Nays 0

Field Trip Requests Moved by Lisa Marshall and seconded by Donna Golda to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education cost	Discussion/Destination (Pending bus availability)
1	Luanne Ferenci & Renee Smola	HS & MS Adapted Physical Education Classes	Transportation + Total Games Bowled @ \$3.00/game	Oakwood Lanes, Washington, NJ
2	Amy Kline	Warren Hills FFA to NJ State FFA Convention	Substitute + Transportation	Monmouth University, Long Branch, NJ – Students compete in Career Development Events to have delegate votes on policy changes
3	Noelle Baldwin	English IV classes to Grounds Sculpture	Substitutes – 2 trips, 2 different days	Hamilton, NJ - \$25. + transportation cost for students. Students will view sculptures and make connections between the works viewed and the pieces read in English classes.
4	Amy Kline	Warren Hills FFA to competing in NJ FFA Livestock Judging Competition	Substitute + Transportation	Lebanon, PA

5	LeeAnn Kubbishun, Nicole Silvis, John Heine, Maria Forsythe & Hope Ranalli	MS 7 th & 8 th Grade Alternative Learning Students for an Incentive Trip	Substitute + Transportation	\$10/Student for Meal, Washington Diner and Merrill Creek Reservoir
6	Amy Kline	WHR FFA to Veterinary Science Career Development Event	Substitutes + Transportation	Competition between other FFA Chapters in New Jersey at Rutgers University
7	Margaret Devine	MS Horizons Students to Annual STEM Convocation	Substitute + Transportation	Warren County Consortium for Student Enrichment in Blairstown, NJ
8	Margaret Devine, Paul Irzinski & Laura Muroski	MS Horizons Students + Science Club Students to 28 th Annual Clean Ocean Action Student Summit	Substitutes + Transportation	Gateway National Park, Sandy Hook, NJ

ROLL CALL VOTE: Ayes 8 Nayes 0

Bus Evacuation Moved by Lisa Marshall and seconded by Donna Golda to approve the following resolution for school bus emergency evacuation drills pursuant to the New Jersey Administrative Code (N.J.A.C. 6A:27-11.2):

WHEREAS, school administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school and;

WHEREAS, the school bus driver and bus aide shall participate in the emergency exit drills, and;

WHEREAS, drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity, and;

WHEREAS, drills shall be documented in the minutes of the local Board of Education at the first board meeting following the completion of the emergency exit drill;

So be it resolved that the Board of Education acknowledges that a school bus emergency evacuation drill was held on April 14, 2016 between 7:30 a.m. – 7:35 a.m. at the Warren Hills Regional Middle and High Schools. This drill was supervised by Patricia Hetrick, Warren Hills Regional Middle School Principal, and Susan Rader, Warren Hills Regional High School Assistant Principal, and included the following bus routes: GST bus routes 5, 11, 17, 18, 19, 40, 61 & 62; Snyder Bus routes Sh2, Sh3, Sh4, Sh6, Sh7, 1, 2, 3, 4, 6, 7, 9, 12 14AB, 15AB, 16, 20, 21, 22, 23, 25SP, 26 & 13; First Student routes WH10, WH29 & WH8.

ROLL CALL VOTE: Ayes 8 Nayes 0

III. BUDGET AND FINANCE

Financial Reports Moved by Donna Golda and seconded by Linda Feller to approve the March, 2016 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 March, 2016; 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.

ROLL CALL VOTE: Ayes 8 Nays 0

Bills Moved by Donna Golda and seconded by Linda Feller to approve the bill list for the period March 12, 2016 through April 19, 2016 in the amount of \$3,829,237.46.

ROLL CALL VOTE: Ayes 8 Nays 0

Transfers Moved by Donna Golda and seconded by Linda Feller to approve transfers in the amount of \$111,378.97 for the month of March.

ROLL CALL VOTE: Ayes 8 Nays 0

Student Activities Moved by Donna Golda and seconded by Linda Feller to approve Student Activity Transactions for the month of March, 2016.

ROLL CALL VOTE: Ayes 8 Nays 0

Tutoring Services Moved by Donna Golda and seconded by Linda Feller to approve High Focus Centers, an outpatient treatment center, to perform tutoring services through PESI, LLC, consisting of 2 hours per day, five days per week, at the rate of \$41.00 per hour, for Student No. 2016329 for the period March 14, 2016 through approximately April 29, 2016.

ROLL CALL VOTE: Ayes 8 Nays 0

Tutoring Services Moved by Donna Golda and seconded by Linda Feller to approve High Focus Centers, an outpatient treatment center, to perform tutoring services through PESI, LLC, consisting of 2 hours per day, five days per

week, at the rate of \$41.00 per hour, for Student No. 2018162 for the period January 28, 2016 through March 16, 2016 in the amount of \$2,132.00.

ROLL CALL VOTE: Ayes 8 Nayes 0

Change of Placement

Moved by Donna Golda and seconded by Linda Feller to approve a change of placement for WHRSH Student 30-16 from Red Bank High School to the Brahma House residential program at Somerset Home for Temporarily Displaced Children commencing April 4, 2016. Brahma House will provide educational services through the Transitional Learning Center (TLC) at the rate of \$43.00 per hour for approximately 5.5 hours per day.

ROLL CALL VOTE: Ayes 8 Nayes 0

Joint Transportation

Moved by Donna Golda and seconded by Linda Feller to approve a Resolution for Participation in Joint Transportation Services with Sussex County Regional Cooperative for the 2016-2017 school year, including 4% administration fee for transportation of students to special education, private, vocational-technical and other school students to specific destinations during the year.

ROLL CALL VOTE: Ayes 8 Nayes 0

Joint Transportation

Moved by Donna Golda and seconded by Linda Feller to approve a Resolution for Participation in Joint Transportation Services with Sussex County Regional Cooperative for the 2016-2017 school year, including a 2% administration fee for transportation of students for Public, Athletic Events and Extra-Curricular/Field Trip transportation during the year.

ROLL CALL VOTE: Ayes 8 Nayes 0

Therapy Services

Moved by Donna Golda and seconded by Linda Feller to approve an Agreement with J & B Therapy, LLC, to provide Occupational Therapy and Physical Therapy for the 2016/2017 and 2017/2018 school years, commencing July 1, 2016 and ending June 30, 2018, at the rate of \$78.00 per hour.

ROLL CALL VOTE: Ayes 8 Nayes 8

Summer Programs

Moved by Donna Golda and seconded by Linda Feller to approve the 2016 Special Education Summer Programs, which includes the Extended School Year Program from July 1-20, 2016 (Monday through Friday) and the Summer Boost Program from July 5-28, 2016 (Monday through Thursday). Both programs will be held at the high school.

ROLL CALL VOTE: Ayes 8 Nayes 0

Termination Of Services Moved by Donna Golda and seconded by Linda Feller to acknowledge termination of contractual paraprofessional services with the Warren County Special Services School District as of June 30, 2016.

ROLL CALL VOTE: Ayes 8 Nays 0

Citizens Part. Citizens Participation:

 Geri McKelvey asked about a revised calendar and when staff members would be notified [putting 2 snow days back in calendar].

Executive Session Moved by Linda Feller and seconded by Christopher Hamler to go into 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) 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.

 Ayes 8 Nays 0

The Board entered into Executive Session at 8:05 p.m.

Reconvene Moved by Linda Feller and seconded by Daniel Brundage to reconvene into open session at 9:15 p.m.

 Ayes 8 Nays 0

Board Member Moved by Linda Feller and seconded by Donna Golda to appoint Patrick J. O'Malley to the vacant Washington Township Board seat for the unexpired term.

 Ayes 8 Nays 0

Adjournment Moved by Linda Feller and seconded by Kathleen Halpin to adjourn at 9:25 p.m.

 Ayes 8 Nays 0

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

dmg