

WARREN HILLS REGIONAL BOARD OF EDUCATION

MEETING

August 26, 2014

6:00 p.m. - Board Training

7:00 p.m. - Public Meeting

Meeting Location: W.H.R.M.S. Cafeteria

A. Call to order - Mrs. Donna Golda

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 "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.

Board Training – NJSBA Field Representative, Robynn Meehan

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.

Administration of oath of office - Christopher Hamler

B. Roll Call - Ms. Maureen Joyce

John Bell	Kristin Fox	Richard Havrisko
Daniel Brundage	Kathleen Halpin	Lisa Marshall
Linda Feller	Christopher Hamler	Donna Golda

C. Minutes of the previous Regular and Executive Session meetings – Ms. Maureen Joyce
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

D. Communications – Ms. Maureen Joyce

E. Auditor Discussion – William Schroeder of Nisivoccia & Company, LLP, including citizens participation.

F. Citizens Participation – concerning action items.

G. Superintendent's Report - Dr. Thomas J. Altonjy

H. Committee Reports

I. Action Items:

I. Personnel

*1. Motion to accept, with regret, the retirement of Mrs. Christine Hogan, high school English teacher, effective October 1, 2014.

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

*2. Motion to accept, with regret, the retirement of Mr. Frank Fenimore, high school Technology Education teacher, effective January 1, 2015.

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

*3. Motion to accept, with regret, the retirement of Ms. Kim Unangst, Director of Special Education, effective October 1, 2014.

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

*4. Motion to accept, with regret, the resignation of Mr. Norman Viebrock, School Resource Personnel, effective September 1, 2014.

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

*5. Motion to approve employment of Ms. Amanda Nicol as a high school Mathematics teacher for the 2014-2015 school year on Step A-1, BA, with an annual salary of \$50,718, effective September 1, 2014.

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

*6. Motion to approve employment of Ms. Kerry Throckmorton as a high school Mathematics teacher for the 2014-2015 school year on Step C-3, BA, with an annual salary of \$51,218, effective September 1, 2014.

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

*7. Motion to approve employment of Ms. Lindsey Callander as a high school Mathematics teacher for the 2014-2015 school year on Step A-1, BA, with an annual salary of \$50,718, effective September 1, 2014.

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

*8. Motion to approve employment of Ms. Emily Kablis as a high school English teacher for the 2014-2015 school year on Step C-3, BA, with an annual salary of \$51,218, prorated, effective October 1, 2014.

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

*9. Motion to approve employment of Ms. Suzanna Montano as a maternity replacement Science teacher at the middle school from August 27, 2014 through November 3, 2014, with a per diem salary of \$253.59.

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

*10. Motion to approve employment of Mrs. Elaine Watts as a high school 10-month secretary for the 2014-2015 school year on Step 3, Column 1, with an annual salary of \$29,358.

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

*11. Motion to approve a change in degree status and prorated salary for the following individuals, effective September 1, 2014:

Brigitte Burstein	Step H	M	\$63,868
Lawrence Cascio	Step N	M+45	\$89,373
Jeffrey Case	Step D	B+15	\$53,493
Ilona DiCosmo	Step N	B+15	\$79,248
Heather Dilts	Step E	B+30	\$56,013
Teresa Fahy	Step J	B+30	\$67,018
David Garcia	Step G	M	\$61,368
Jarrett Hosbach	Step N	M	\$83,298
Kenneth Kurpat	Step H	M+15	\$65,893
Patrick O'Brien	Step K	M+15	\$74,223
Nicholas Sarlo	Step C	B+15	\$53,243
Adam Slack	Step G	M	\$61,368
Mark Smith	Step H	M	\$63,868

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

*12. Motion to approve employment of Ms. Amanda Nicol as the Head Cheerleading coach for the 2014-2015 school year on Step 1, with a stipend of \$5,772.

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

*13. Motion to rescind the board motion of June 24, 2014, to employ Ms. Shannon McDowell as the Best Buddies Advisor for the 2014-2015 school year and to approve employment of Ms. Shannon McDowell and Ms. Toni Manfra as Co-Advisors of the Best Buddies Club for the 2014-2015 school year with a stipend of \$1,250 each.

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

*14. Motion to approve employment of the following advisors and stipends for the 2014/2015 school year:

Teresa Fahy	International Club	\$2,500
Jessica Morgan	HS Yearbook – Business	\$2,700

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

*20. Motion to approve employment of the following individuals for mentor training at \$30 per hour for 2 hours each:

Jesse O'Neill Courtney Hoffman Andrew Oakley Gabriela Harris
 Kimberly Kavcak Kimberly Roost Jeremy Willis Michael Quinto
 (Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*21. Motion to approve the following individuals to serve as the middle school student assistant advisors and/or substitute advisors [Homework Club/Project Care] for the 2014-2015 school year for up to 3 days per week, 45 minutes per day @ \$45.00 per hour:

Sherry Anderson Rebecca Becker Kathe Coopersmith
 Patricia Corvino Lourdes Garcia Jacqueline Gibbs
 Jennifer Feldman John Heine Courtney Hoffman
 McKenzie Laubach Gina Legora Elena McCormick
 Tammy Muffley Michael Perruso Nancy Terhune
 Marshall Wiemer Cindy Weisburn L. Jeannie Zamora
 (Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*22. Motion to approve the following individuals for a \$1,300 stipend per semester for assignment of a fifth preparation:

Jodi Edmonds Jeffrey Balas Heather Heslin
 Mackenzie Holguin Jessica Rader John Heine
 Marilyn Siano Kimberly Roost Shannon McDowell
 (Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*23. Motion to approve employment of Mr. Brian Patane as a substitute grounds/maintenance/custodial person for the 2014-2015 school year at \$13.50/hour.
 (Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*24. Motion to approve Mr. Andrew VanderHorn as a Volunteer assistant coach for our football program.
 (Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

II. Education and Policy

*1. Motion to approve the following Travel and Conference Requests:

NAME	TITLE	LOCATION	COST
Keith Dennison	National Council of Social Studies Annual Convention	Boston, MA	\$260. Registration Lodging/Meals/Incidentals + Mileage
Dawn Moore & Dr. Thomas Altonjy	New Jersey Leadership Academy	Monroe Twsp. NJ	\$750. Registration each + Mileage

Dawn Moore, Keith Dennison & Amanda Brown	School Law Update – Legal One	Voorhees HS, Annandale, NJ	\$150. Registration each + Mileage
Sandra Young	New Jersey Science Convention	Princeton, NJ	\$170. Registration + Mileage
Lisa Marshall, Kristin Fox & Kathleen Halpin	NJSBA Workshop Preparing for Bargaining	Monroe Twsp., NJ	\$149. Registration each + Mileage
Lisa Marshall & Kristin Fox	NJSBA Bargaining Workshop Part II	Monroe Twsp. NJ	\$149. Registration each + Mileage
Maggie Devine	NJ Association of School Librarians Conference	Long Branch, NJ	\$95. Registration + Accommodations + Mileage
Keith Dennison	PARCC Workshop	Monroe Twsp., NJ	\$149. Registration + Mileage

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

*2. Motion to approve the following Field Trip Requests:

Requested by:	Trip	Location
Amanda Nicol	Cheerleading Squad for safety training	Beach Lake, PA
Sherry Anderson	Best Buddies Leadership Conference	Indianapolis, Indiana
Maggie Devine	HS Horizons to Poetry Village	NJPAC, Newark, NJ
Jason Graf	WHR Marching Band to performances	Various high school locations
Marilyn Siano	WHR FFA to compete in state competition	Rutgers University
Marilyn Siano	WHR FFA to local nursing home for service project	Warren Haven, Oxford, NJ
Marilyn Siano	WHR FFA to learn farm management	Farm Show Complex, Harrisburg, PA
Cliff Platt	Advanced Theatre to view professional production	Princeton, NJ
Heather Heslin, Mackenzie Holguin, Shannon McDowell, Karen Menke & Cindy Bamford	MS & HS BD/MD classes for community based instruction	Various locations

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

*3. Motion to approve Seton Hall Univeristy student, Jessica McKinney for an administrative internship during the 2014-2015 school year under the direction of Mr. Clymer and Mrs. Hetrick.

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

*4. Motion to approve New Jersey City University student, Mrs. Kristyn Sbriscia, to complete her school nurse/health education practicum during the 2014-2015 school year under the supervision of Ms. Bonita Duryea.

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

*5. Motion to approve a waiver for classes in which the enrollment exceeds 30:

High School

- Peer Leadership – One Section
- Basic Self-Defense – Two Sections

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

*6. Motion to approve a waiver for classes in which the enrollment falls under 15:

High School

- English I – Three Sections
- Discrete Math – One Section
- Environmental Science – Two Sections
- Agri-Science – One Section
- Microsoft Office II – One Section
- Graphic Art & Design II – One Section
- Advanced Art – One Section
- AP Studio Art – One Section
- Film Design II – Two Sections
- Film III – One Section
- Principles of Engineering – Two Sections
- Wood Tech IV – One Section
- Wood Carving – One Section
- Alternative Health – One Section
- Honors French IV – One Section
- Honors Accounting – One Section
- AP Chemistry – One Section
- AP World History – One Section
- AP Spanish – One Section

Middle School

- French 8 – Two Sections
- German 8 – One Section
- Health 8 Male – One Section
- Alternative Health – Two Sections

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

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approves the June, 2014 Board Secretary and Treasurer’s Reports 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 these reports, 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 reports of the Secretary and the Treasurer for the month of June, 2014; 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 transfers.

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

*3. Motion to approve the regular list of bills.

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

*4. Motion to approve Student Activity transactions for the months of June and July, 2014.

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

*5. Motion to approve the following 2014-2015 Extended School Year and Regular School Year Special Education tuition contracts:

<u>Student</u>	<u>School</u>	<u>Amount</u>	<u>Aide</u>	<u>Effective</u>
02-15	Celebrate the Children	\$65,907.00	\$27,000	9/4/14
03-15	Celebrate the Children	\$65,907.00	\$27,000	9/4/14
16-15	Stepping Stone School	\$44,085.50		9/3/14
17-15	WCSSSD	\$ 3,000.00		7/1/14
18-15	WCSSSD	\$ 3,000.00		7/1/14

19-15	Hunterdon Learning Ctr	\$43,200.00	9/4/14
20-15	Hunterdon Learning Ctr	\$43,200.00	9/4/14
21-15	Hunterdon Learning Ctr	\$43,200.00	9/4/14
22-15	Hunterdon Learning Ctr	\$43,200.00	9/4/14
23-15	Hunterdon Learning Ctr	\$43,200.00	9/4/14
24-15	Somerset County ESC	\$ 5,540.00	7/1/14
25-15	Hunterdon County ESC	\$38,750.00	9/1/14
26-15	Hunterdon County ESC	\$38,750.00	9/1/14
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)			

*6. Motion to approve a tuition contract with Oxford Township School District to accept one student to the Warren Hills Regional High School Extended Year MD program for the 2014-2015 school year, commencing July 7, 2014 through August 1, 2014, at a tuition rate of \$2,300.00.

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

*7. Motion to approve a tuition contract with Oxford Township School District to accept one student to the Warren Hills Regional High School MD Program for the 2014-2015 school year, at a tuition rate of \$23,000.00.

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

*8. Motion to approve a Regular Education Tuition Contract Agreement with Warren County Technical School for 61 students for the 2014-2015 school year in the amount of \$3,000.00 per student, commencing September 1, 2014.

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

*9. Motion to approve a Special Education Tuition Contract Agreement with Warren County Technical School for 14 students for the 2014-2015 school year in the amount of \$5,000.00 per student, commencing September 1, 2014.

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

*10. Motion to approve a tuition contract for one Warren Hills student to attend Hunterdon County ESC, Sawmill Campus, for the 2014-2015 school year at a tuition rate of \$17,500 per annum.

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

*11. Motion to approve an agreement with Pediatric Services of America, Inc., d/b/a PSA Healthcare for nursing services for the 2014/2015 school year at the rate of \$45.00 per hour.

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

*12. Motion to approve a Shared Services Agreement with Oxford Township Board of Education for the purpose of sharing a paraprofessional for the 2014-2015 school year for an amount not to exceed \$13,000 for the full year.

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

*13. Motion to approve an agreement with Summit Speech School for Itinerant Teacher services for one Warren Hills student for the 2014-2015 school year at the rate of \$150.00 per hour.

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

*14. Motion to approve Memorandum of Agreement with Warren County Special Services School District to provide fourteen (14) full time aides for the 2014-2015 school year at the rate of \$36,750.00 per aide and thirteen (13) part time aides [20 hours per week] for the 2014/2015 school year at the rate of \$16,913.00 per aide.

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

*15. Motion to approve Memorandum of Agreement with Warren County Special Services School District to provide a part time Behavioral Specialist for the 2014-2015 school year at the rate of \$540.00 per month.

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

*16. Approval of the following transportation contract renewals for the 2014-2015 school year:

Snyder Bus Service, Inc.

<u>Route</u>	<u>Amount</u>
102	\$ 131.25 per diem
103	\$12,659.65
25SP	\$38,777.29
23	\$24,599.87
01/F	\$40,031.42
02/KL	\$41,587.54
03/A	\$40,126.35
04/C	\$42,285.38
12/D	\$39,948.53
14/AB/IM	\$42,484.59
15AB/G	\$39,054.16
16AB/E	\$40,185.14
21/H	\$42,832.18
22/VAN 1	\$34,928.59
VAN2	\$39,047.48

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

*17. Motion to approve of the following transportation contract renewals for the 2014-2015 school year:

GST Transport Corp.

<u>Route #</u>	<u>Amount</u>
62SP	\$93.40 / \$20.88 aide
63SP	\$25.05 / \$5.22 aide
3 SP	\$93.40 / \$20.88 aide
3MD	\$45.92 / \$14.61 aide
61SP	\$124.19 / \$25.05 aide

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

*18. Motion to approve 2014-2015 Joint Transportation Agreements with Washington Township to transport their elementary school students as follows:

<u>Route</u>	<u>Cost</u>
01/F	\$18,193.54
02/KL	\$15,572.59
03/A	\$16,247.04
04/C	\$21,201.50
12/D	\$19,013.04
14AB/IM	\$20,829.89
15AB/G	\$14,976.44
16AB/E	\$23,010.29
21/H	\$21,063.81
22/VAN 1	\$17,281.75
VAN 2	\$39,047.48
3SP	\$20,570.26
3MD	\$10,896.49

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

*19. Motion to approve a Joint Transportation Agreement with Franklin Township School District for the 2014-2015 school year to transport our combined student population as follows:

<u>Route</u>	<u>WH Cost</u>
WH11	\$18,742.58
WH17	\$18,742.58
WH18	\$18,742.58
WH40	\$18,742.58
WH19	\$18,742.58
WH5	\$18,742.58

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

***20. Motion to a Joint Transportation Agreement with Mansfield Township School District for the 2014-2015 school year to transport our combined student population as follows:**

<u>Route</u>	<u>WH Cost</u>
WH29	\$23,207.90
WH13	\$19,429.90
WH9	\$19,429.90
WH26	\$19,429.90
WH7	\$19,429.90
WH20	\$19,429.90
WH6	\$19,429.90
WH10	\$20,669.90
WH8	\$21,637.38

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

***21. Motion to approve food services account transactions for the months of April through June, 2014.**

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

***22. Motion to approve an Equipment Rental Agreement with Snyder Bus Service, Inc. to lease six Warren Hills' busses at the annual rate of \$3,500 per bus for the period September 1, 2014 through June 30, 2015.**

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

***23. Motion to approve the Student Accident Insurance policy for Interscholastic Athletics/Football and student body accident coverage with Bollinger, Inc. for the period August 1, 2014 through July 31, 2015.**

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

***24. Motion to approve the Resolution Indemnity and Trust Renewal Agreement to join New Jersey Schools Insurance Group for Worker's Compensation Insurance for a three year period commencing July 1, 2014 and ending July 1, 2017.**

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

***25. Motion to approve the Indemnity and Trust Renewal Agreement with School Alliance Insurance Fund (SAIF) for a three year period commencing July 1, 2014 and ending July 1, 2017.**

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

***26. Motion to approve Nonpublic Services Agreement for Chapter 192/193 with Sussex County Educational Services Commission for the 2014-2015 school year.**

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

J. Citizens Participation

K. Executive Session – as indicated by item i. below

The Board of Education of the Warren Hills Regional School District in the County of Warren will adjourn into a closed meeting to discuss the items (s) which fall within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. **Personnel – employment matters affecting a specific prospective or current employee**

Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified. Action is not anticipated.

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

L. Reconvene

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

M. Adjournment

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

***Roll Call**

**SUBSTITUTE TEACHERS
2014-2015**

Adams, Jesse
Ambrusso, Gregg
Babula, George
Bodine, Lauren
Cockerline, Laurie
Dolan, Judy
Fifield, Richard
Gogal, Marc
Gonzales, Tomas
Halloran, Kelsey
Hylkema, John
Jenkinson, Brooke
Klinder, Bryan
Lorenc, Kim
Magnuson, Sarah
Marinelli, Lisa
Moninghoff, Mary Jo
O'Malley, Jill
Risko, Joseph
Scocozza, Sam
Smith, Sheila
Sullivan, Denis
Thorne, Mary
VanderHorn, Andrew
Wadams, B. James
Werner, Fred
Yount, James

Adams, Michelle
Appleby, Regina
Blackford, Joseph
Card, Richard
Daugherty, Carol
Farkas, James
French, Deborah
Goldberg, Rachel
Gormly, Gregory
Harth, Dorthy
Jasenovic, Ellis
Joseph, Catherine
Kolodziejczyk, Barbara
Lupackino, Janice
Mandel, Joan
Markmann, Donald
Montano, Suzanna
Orlowski, Marie
Ross, Lyandra
Segreaves, Emilee
Stiano, Dolores
Sykora, Christina
Timcenko, Dr. Lydia
Varamo, Cynthia
Wagner, Sandi
Wiseburn, Cindy
Zignoli, Darrin

Allen, Jenny
Atkinson, Penelope
Blahnik, Nancy
Castner, Bret
Dehrone, Trisha
Feranda, Miriam
Garzon, Ellen
Goldson, Ornella
Griffin, Jessica
Hart, Bridget
Jeffries, Meredith
Kablis, Emily
Lee, Eric
Machtemes, Christine
Mandel, Robert
Miller, Beth
Nye, Shannon
Perry, Richard
Rush, Taylor
Servilio, Lisa
Stentz, Anne
Thompson, Christine
Titus, Patricia
Vetter, John
Ward, Michael
Wydro, Daniel