

WARREN HILLS REGIONAL BOARD OF EDUCATION

DRAFT

February 12, 2019

DRAFT

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order - Mr. Christopher Hamler, President

B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator

Joseph Bodenschatz	Sam Knutson	Christine Pi
Christopher Cannavo	Lisa Marshall	Corey Piasecki
Christopher Hamler	Paula Merrill	Eric Walls

C. 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*
- 4) *Student 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.

(Motion _____ Second _____)

D. Reconvene: 7:00 p.m.

(Motion _____ Second _____)

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 January 22, 2019, Regular and Executive Session meetings and January 30, 2019, Special & Executive Session meetings.

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

F. Communications – Mrs. Donnamarie Palmiere, Business Administrator

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

- Student Reporters
- Dawn Moore & Jacqueline Solecitto – Gift & Talented Presentation

H. Goals:

Warren Hills Regional School District Goals for 2018-2019 School Year

1. Implement and support strategies to improve student achievement for ALL students, including but not limited to, Advanced Placement, Vocational Education, Gifted & Talented, General Education and Special Education through course offerings, 1:1 technology initiative and enhanced PLCs.
2. Improve communication and involvement with the community at-large regarding district initiatives and events.
3. Ensure effective fiscal efficiency for the district through the budget development process.

Warren Hills Regional Board of Education Goals for 2018-2019 School Year

1. Support fiscal sustainability for the district budget through the budget development process.
2. Become a Certified Board – improve understanding of financial operations for all members.
3. Increase student presentations at Board of Education meetings.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	February 5, 2019	By Chair: Mrs. Merrill
Education & Policy	February 5, 2019	By Chair: Mr. Piasecki
Personnel & Student Activities	No meeting held	By Chair: Mr. Bodenschatz
Technology	February 5, 2019	By Chair: Mr. Walls
Negotiations	January 28, 2019	By Chair: Mr. Cannavo
Wall of Fame	monthly	By Chair: Mr. Walls

J. Old Business

K. New Business – Board President working on new date with Kathy Helewa for board retreat

L. 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.

M. ACTION ITEMS

I. PERSONNEL

The Superintendent of Schools recommends action on the following:

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

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Joanne Durham	Accept	Accountant	\$62,269.00	District	9/1/19	9/1/19	Retirement
2	Patricia Corvino	Accept	Special Education Teacher	\$81,448.00	High School	7/1/19	7/1/19	Retirement
3	Jordan Lackey	Accept	Part-time Athletic Secretary	\$19.23/hour	High School	2/7/19	2/7/19	Resignation
4	Zachary Fisher	Approve	Social Studies Teacher	\$52,612.00 17-18 rate	High School	9/1/19	6/30/20	Replaces James Smith – Step C, BA
5	Mary Louise Rowlin	Approve	Supervisor of Special Education	\$108,500	High School	2/13/19	6/30/19	Stipend included in salary adjustment
6	Joseph Bamford	Rescind	MS Head Baseball Coach	\$5,432.00	Middle School	2/12/19	2/12/19	Rescind board motion of 1/22/19 – I. Personnel, #2. Code #9
7	Joseph Bamford	Approve	Assistant Baseball Coach	\$6,883.00	High School	2/13/19	End of Season	Tier 3, Step 4
8	Michael Bloom	Approve	MS Head Baseball Coach	\$1,976.50	Middle School	2/13/19	End of Season	Split position, Tier 3, Step 2 – pending receipt of background check
9	Michael Adames	Approve	MS Head Baseball Coach	\$1,976.50	Middle School	2/13/19	End of Season	Split position, Tier 3, Step 2 – pending receipt of background check
10	Anthony Cancelliere	Approve	Assistant Girls Tennis Coach	\$3,601.00	High School	2/13/19	End of Season	Tier 4, Step 1
11	Joyce Hanshaw	Approve	Substitute Event Security	\$40.00/hour	District	2/13/19	6/30/19	Approved as substitute security - All paperwork complete & on file
12	Marie Walker	Approve	Substitute & Event Security	\$16.00/hour & \$40.00/hour	District	2/13/19	6/30/19	All paperwork complete & on file
13	Dayle Back	Approve	Substitute & Event Security	\$16.00/hour & \$40.00/hour	District	2/13/19	6/30/19	All paperwork complete & on file
14	Melinda Noble	Approve	Part-time Bus Driver	Per transportation rates	District	2/13/19	6/30/19	All paperwork complete & on file
15	Amanda Best	Approve	Home Instructor	\$41.00/hour	District	2/13/19	6/30/19	Teacher of Handicapped
16	Robert M. Hibbett	Approve	Part-time Security Personnel	\$18,859.05, prorated	Middle School	2/13/19	6/30/19	Salary amended to reflect 1 additional hour per day

(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	Eric Fraunfelter	Observations	N/A	N/A	High School	2/13/19	5/31/19	PDP Goals for 2018-2019

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/Stipend	Location	Date Effective	Date Terminated	Discussion
2	Amber Francy	Observations	N/A	N/A	High School	2/13/19	Upon Completion	20 hours as part of WCCC program under direction of Mr. Kavcak
3	Sherry Crampton, RN	Observations	N/A	N/A	High School	2/13/19	Upon Completion	Community Project for Western Governors University under Mr. Kavcak & Mrs. Duryea
4	Sarah Gilligan	Observations	N/A	N/A	High School	2/13/19	Upon Completion	WCCC student for 5 hours of observations under Mr. Kavcak
5	Amy Grimm	Observations	N/A	N/A	High School	2/13/19	Upon Completion	50 hours as part of Centenary University program under the direction of Mr. Kavcak & Mrs. Ioffredo
6	Joseph Bamford	Student Teaching	N/A	N/A	High School	2/13/19	Upon completion	Special Education component under the direction of Lori Apostol
7	Anthony Bonelli	Volunteer	N/A	N/A	High School	2/13/19	End of Season	Baseball Program

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

*3. Motion to approve the following job description as recommended by the superintendent and Personnel Committee [Attachment A]:

Supervisor of Special Education

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

II. Education and Policy

First read policies posted on WHR Website

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

0155 Board Committee

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

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

0141.2 Board Member and Term – Receiving District
2415.06 Unsafe School Choice Option

- 2422** Health and Physical Education
- 2431.3** Practice and Pre-Season Heat-Acclimation for School-Sponsored And Extra-Curricular Activities'
- 2460.8 R** Special Education – Free and Appropriate Public Education
- 2610** Educational Program Evaluation
- 4219** Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- 5111 P&R** Eligibility of Resident/Nonresident Students
- 5337** Service Animals
- 5611 P&R** Removal of Students for Firearms Offenses
- 5612 P&R** Assaults On District Board of Education Members or Employees
- 5613 P&R** Removal of Students for Assaults With Weapons Offenses
- 5756** Transgender Students
- 7440 P&R** School District Security
- 8461 P&R** Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses
- 8561** Procurement Procedures for School Nutrition Programs

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

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

- MS – 18-19 – 013
- HS - 18-19 – 004 & 005

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

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Mark Smith, Adam Slack & Timothy Zavicki	TSA competing at 2019 N.J. TSA High School State Conference	N/A	TSA Club covers cost - Saturday
2	Nicole Bayer, Cheryl Yanoff & Michele McGann	MD/AU classes for Community Based Instruction	Substitutes & Transportation	N/A
3	Nicole Bayer, Cheryl Yanoff & Michele McGann	MD/AU classes to local businesses for Community Based Instruction	Substitutes & Transportation	N/A
4	Alison Frey, Marshall Cuomo & Diane DeVivo	DECA State Competition	Substitutes & Transportation	\$224./student / Competition
5	Adam Slack & Ari Eisner	Project First Robotics Team Impact 219	Substitutes & Transportation	Competition
6	David Sbriscia, Michael Arminio & Zachary Fisher	WHR Wrestling Team to Regional Competition	Substitutes & Transportation	Competition

Code	Requested by:	Trip	Board of Education Cost	Discussion
7	David Sbriscia, Michael Arminio & Zachary Fisher	WHR Wrestling Team to State Competition	Substitutes & Transportation	Competition

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

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

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Geri McKelvey	2019 District Test Coordinator Training	Forsgate Country Club	Mileage	February 27, 2019
2	David Guth	School Safety Specialist Basic Training	Hamilton, NJ	Mileage	March 4, 12, 18 & 25, 2019
3	Jason Graf	NJMEA Instrumental Music Conference	East Brunswick, NJ	\$170.00 Registration + Mileage	February 22, 2019

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

6. Motion to approve the following Resolution for participation in **Future Ready Schools NJ** [Attachment B]:

Whereas— The Warren Hills Regional Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas— The Warren Hills Regional Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the Warren Hills Regional Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Earl C. Clymer, III, Superintendent, to be the district’s liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Timothy Jaw, Technology Coordinator, will be the responsible agent at the district level to carry out the district’s commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district’s commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

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

III. BUDGET AND FINANCE

*1. Motion to approve the bill list for the period January 23, 2019 through February 12, 2019, in the amount of \$1,995.669.93.

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

*2. Motion to approve a Resolution for Participation in Coordinated Transportation with Warren County Special Services School District July 1, 2019 through June 30, 2020, plus an administrative fee of 4 percent.

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

*3. Motion to approve a Parent Contract for Student Transportation for the 2018-2019 school year to transport Warren Hills Student 2022715 to Morris Union Jointure, as needed, in the amount of \$1,000.

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

*4. Motion to approve prior year 2017/2018 tuition contract with Bancroft in the amount of \$107,363.16 for Student #7841931966 as Warren Hills Regional School District was determined resident district by the NJ State Department of Children and Families.

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

*5. Motion to approve the Special Education Tuition Contract rate adjustment for the 2017-2018 school year based on certified rates with Montgomery Academy for students #5472980813 and #9691504695 in the amount of \$904.40 per student.

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

*6. Motion to approve the Special Education Tuition Contract rate adjustment for the 2018-2019 school year for a 1:1 Aide with Celebrate the Children for student #6001523607 from \$27,000 to \$39,000.

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

*7. Motion to approve Brookfield Schools/For KEEPS Program, to provide educational instruction services for Student #7099573002 currently at St. Peter's University Hospital, commencing February 7, 2019, and continuing until further notice, at the rate of \$41.00 per hour, not to exceed a total of 5 hours per week.

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

*8. Motion to accept the 2017-2018 Comprehensive Annual Financial Report (C.A.F.R.) and Report of the Auditor as submitted. Further, the Board authorizes submission of the synopsis and recommendations of the Corrective Action Plan (CAP) to the County Superintendent, as per statute, see attached CAP. [Attachment C]

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

*9. Motion to accept a 2019 CASE Grant from NJ Food, Agriculture & Natural Resources Education in the amount of \$7,000.00, to be used for travel and supplies for FFA, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

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

*10. Motion to accept a donation of tools and supplies from Grainger, with an approximate value of \$700.00, for the Robotics Team, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

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

*11. Motion to accept a \$5,000.00 Grant from the National Kitchen & Bath Association to the Warren Hills Regional Middle School Gifted & Talented Program and STEM Program for the 2019-2020 school year.

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

*12. Motion to accept a \$25,400.00 Grant from the Skilled Labor Fund part of the National Housing Endowment to the Warren Hills Regional High School Technology Education Department for the 2019-2020 school year.

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

N. Public Comment

O. Second Executive Session

EXECUTIVE SESSION (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:

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.

(Motion _____ Second _____)

P. Reconvene _____ p.m.
(Motion _____ Second _____)

Q. Adjourn _____ p.m.
(Motion _____ Second _____)

***Roll Call**