

WARREN HILLS REGIONAL BOARD OF EDUCATION

December 12, 2017

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order - Mrs. Kathleen Halpin, Vice-President

B. Roll Call - Mrs. Estrella Molinet

Joseph Bodenschatz	Richard Havrisko	Paula Merrill
Kathleen Halpin	Jennifer Knittel	Eric Walls
Christopher Hamler	Lisa Marshall	Richard Young

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*

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: 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-1. Motion to approve the Minutes of the November 28, 2017, Regular and Executive Session meetings.

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

E-2. Motion to approve release of the following Executive Session Minutes, which are no longer confidential:

August 16, 2014	September 16, 2014	September 30, 2014
October 14, 2014	November 11, 2014	December 9, 2014
January 6, 2015	January 20, 2015	February 10, 2015
March 10, 2015	March 24, 2015	April 28, 2015
May 12, 2015	May 26, 2015	June 9, 2016
June 23, 2015	August 5, 2015	August 18, 2015
August 31, 2015	September 1, 2015	September 8, 2015
September 14, 2015	September 16, 2015	September 22, 2015
October 6, 2015	October 20, 2015	November 10, 2015
December 8, 2015	January 5, 2016	January 14, 2016
January 19, 2016	February 2, 2016	February 16, 2016
March 1, 2016	March 15, 2016	April 5, 2016
April 19, 2016	April 26, 2016	May 10, 2016
May 24, 2016	June 7, 2016	June 21, 2016
November 1, 2016	December 13, 2016	January 24, 2017
February 7, 2017	March 7, 2017	April 4, 2017
May 9, 2017	May 23, 2017	June 6, 2017

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

F. Communications – Mrs. Estrella Molinet

- Letter & Resolution from Blairstown Township School District regarding consolidated school system

G. Public Comment – concerning action items.

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

I. Goals:

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. Develop a Resolution for one of the next two New Jersey School Boards Association Delegate Assemblies that addresses controls on out-of-district expenses to school districts.
3. 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.

J. Committee Reports

Committee	Date	Discussion
Budget & Finance	No meeting held	By Chair: Mr. Young
Buildings & Grounds	No meeting held	By Chair: Mr. Havrisco
Education & Policy	No meeting held	By Chair: Mrs. Marshall
Personnel	December 6, 2017	By Chair: Mrs. Halpin
Student Activities & Transportation	No meeting held	By Chair: Mr. Hamler
Technology	No meeting held	By Chair: Mr. Young
Negotiations	November 30, 2017 and December 4, 2017	By Chair: Mr. Young
Wall of Fame	monthly	By Chair: Mr. Havrisco

K. Old Business

1. Crosswalk buttons

L. New Business

M. ACTION ITEMS

I. PERSONNEL

***1. Motion to approve the following Leave of Absence:**

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	11526365	Maternity Leave	Custodian	Middle School	12/1/17	10	12/15/17	12/15/17	N/A	On or about 2/23/18	N/A

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

***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	Patrick Kablis	Approve	Administrative Internship	N/A	High School	1/2/18	6/30/18	Complete his Administrative Internship for Montclair State College under the direction of Christopher Kavcak
2	Kay Dominguez	Approve	Substitute Teacher	\$85/day	District	12/15/17	6/30/18	Pending receipt of background check approval
3	Joseph Duarte	Approve	Security Personnel	\$16/hour	High School	12/1/17	3/1/18	6:00-10:00 p.m. – paid by outside organizations
4	Michael Perruso	Approve	Middle School Teacher	\$89,548	Middle School	6/30/18	6/30/18	Retirement

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

II. Education and Policy

*1. Motion to approve the **first 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:

- 3230 P** Outside Activities
- 2361 R** Acceptable Use of Computer Networks/Computers & Resources
- 7522 P** School District Provided Technology Devices to Staff Members

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

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

- MS - 17-18 - 009, 010
- HS - 17-18 - None

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

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Amy Kline	FFA to nursing home	N/A	Club pays transportation
2	Alison Frey	DECA regional competition	Transportation	Competition
3	Adam Slack & Ari Eisner	Robotics Club Competition	Transportation & Substitutes	Competition
4	Adam Slack & Ari Eisner	Second Robotics Club Competition	Transportation & Substitutes	Competition
5	Nicole Silvis, LeeAnn Kubbishun, John Heine & Hope Ranalli	MS Alternate Classes Community Based Instruction- Mackey’s Orchard & Camp Mohican	Transportation	Correct the motions from October 17, 2017 agenda to reflect transportation paid from account #11-190-100-800-1407-02

Code	Requested by:	Trip	Board of Education Cost	Discussion
6	Barbara Russo	MS Chorus and Chorus Club to high school	Transportation	Dress rehearsal for performance
7	Jason Graf	Wind Ensemble to Abilities of Northwest NJ	N/A	Club pays transportation

(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	Sharon Fretz	CPI Recertification -- Nonviolent Crisis Intervention Program	Allentown, PA	\$1399. Registration + Mileage	May 29, 30, 31 & June 1, 2018 Required training
2	Jerry Bamford	Baseball & Softball Skin Surface Selection & Management	Rutgers University	\$175. Registration + Mileage	February 21, 2018
3	Annette Walters	AASA Discover China 2018 Summer Professional Development	Beijing, China	N/A	July 7 – July 18, 2018
4	Dawn Moore & Timothy Jaw	PARCC Training	Whippany, NJ	Mileage	March 1, 2018

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

*5. Motion to approve the Warren Hills Regional School District 2018-2019 Program of Studies.

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

III. BUDGET AND FINANCE

*1. Motion to approve an Agreement for a One-on-One Teacher Assistant with Burlington County Special Services School District for Student #6212422760, for the 2017-2018 school year commencing September 6, 2017, in the amount of \$37,900.00.

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

*2. Motion to approve a change of placement for Student #3899398609 from Bonnie Brae School to New Jersey Project Teach/Tech, Warren Campus, effective January 2, 2018.

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

*3. Motion to approve a change of placement for Student #9590942022 from Warren Hills Regional High School to New Jersey Project Teach/Tech, Warren Campus, effective January 2, 2018.

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

*4. Motion to approve Rutgers University Behavioral Health Care to provide educational instruction services for student #9175638385 currently at UBHC Child & Adolescent Inpatient Services, commencing December 9, 2017, and continuing for approximately 7 to 14 days, at the rate of \$65.00 per hour for 5 hours per week.

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

*5. Motion to approve Change Order No. 1 with Coopersmith Brothers, Inc. in connection with the Toilet Room Renovations at Warren Hills Regional High School and Middle School for a credit in the amount of \$3,000.00 for unused allowance.

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

*6. Motion to accept the following donation and grants for the Robotics Club, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS:

\$2,000.00	Ericsson, Inc.
\$3,500.00	Picatinny-Restricted
\$1,500.00	DoD STEM – Restricted

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

*7. Motion to correct the minutes of November 28, 2017, III. Budget and Finance, Motion 4, to reflect that Lisa Marshall abstained.

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

*8. Motion to adopt the following Resolution concerning the dissolution of the Skyland Education Foundation:

WHEREAS, The Public Schools of Warren County, their administration, and Boards of Education recognized that support for the public schools, both financial and philosophical, was necessary to the maintenance of educational programs and,

WHEREAS, The Public Schools of Warren County, their administration, and Boards of Education recognized a need to improve cooperative efforts with business industry and municipal government and,

WHEREAS, The Skyland Education Foundation, Inc. was formed in January 1992 to meet these needs of member school districts and,

WHEREAS, The Board of Education of Warren Hills Regional School District agreed to support the Skyland Education Foundation by adopting the constitution by-laws of the organization and committed a sum of \$3.00 per resident student for organizational costs and,

WHEREAS, It is now necessary to dissolve the Skyland Education Foundation in accordance with the provisions of Article VI of the Certificate of Incorporation and,

WHEREAS, The assets of the Corporation shall be distributed to the member school districts in proportion to the resident enrollment at the time the Corporation was formed and,

NOW THEREFORE BE IT RESOLVED, That the Board of Education of Warren Hills Regional School District supports the dissolution of the Skyland Education Foundation and

NOW THEREFORE BE IT FINALLY RESOLVED, That the Board of Education of Warren Hills Regional School District requests that their proportionate share of the assets of the Skyland Education Foundation be returned to the Board of Education.

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

*9. Motion that the Board approve and accept the Corrective Action Plan 16-17 School Nutrition for fiscal year ended June 30, 2017 with the following recommendation:

2017-001 – The district will purchase more equipment at both the high school and middle school to bring cash resources down to required level.

(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:

- 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.

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

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

***Roll Call**