

**Warren Hills Regional
Board of Education
Regular Meeting
February 20, 2018**

A. Call to Order

The meeting was called to 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, Corey Piasecki, Eric Walls and Richard Young. Also present were Earl Clymer, Estrella Molinet, Dawn Moore and Annette Walters.

C. Executive Session

Moved by Corey Piasecki and seconded by Jennifer Knittel to go into Executive Session at 6:37 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

Moved by Jennifer Knittel and seconded by Eric Walls to reconvene into open session at 7:10 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 Corey Piasecki and seconded by Paula Merrill to approve the Minutes of the February 6, 2018, Regular and Executive Session meetings.

MOTION: Corey Piasecki		SECOND: Paula Merrill		
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: Stephanie Dunlap and Nathaniel Artega

1. The middle school girls’ basketball team had an undefeated season this year. Congratulations to Coach Renee Smola and Assistant Coach Megan Bublitz and the entire team for a great season!

2. The Builders Club sponsored the annual Valentine’s Dance on Friday, February 9th.

3. Students in our alternative program who achieved their academic goal for marking period 2 participated in a community outing to Oakwood Lanes.

4. Since returning from winter break, the Student Council has been hard at work promoting Blue Streak Spirit. “Spirit Sprinkling” occurs every Friday in which students are given recognition and prizes for wearing their Blue Streak gear and showing their school spirit!

5. Ski Club had their final trip of the season last Thursday. It was a great ski season.

6. Last week the middle school celebrated Spirit Week. Staff and students participated in themed days throughout the week. Wednesday was “Go Red” day in which \$68 was raised for the American Heart Association. The culminating activity was the Spirit Rally on Friday afternoon where staff and students competed in “minute to win it” challenges involving teamwork and communication. Special thanks to Mrs. Silvis and Ms. Bartek for all their time and dedication to spreading Blue Streak Pride. It was a great week to be a Blue Streak!

High School: Mr. Kavcak

1. HS wear Red Day to support the American Heart Association raised \$124.00

2. The WH Girls Bowling Team Captured the Group 3 State Title and advanced to the 4th round of the Tournament of Champions before being defeated.

3. The CS @ WH group traveled to Liberty Science Center on Saturday February 17, 2017.

4. Maria Martucci has been selected as a panelist for a CS symposium in April
5. This week is FFA week. Tomorrow is “Wild Steer Wednesday”

Superintendent’s Report:

- BOE Training – Confirmation with K. Helewa
- Saturday, February 24, 2018

Mr. Kavcak and Mrs. Rader gave a presentation on comparison between last year and this year on discipline.

H. 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. *(Paula Merrill, Jennifer Knittel, Richard Young and Lisa Marshall attended NJSBA Finance Conference.) (Paula Merrill attended Fundamentals of Success last Friday.)*
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.

I. Committee Reports

Budget and Finance Committee met on February 12th. They are a little behind in following budget calendar.

Education and Policy Committee met tonight. They discussed SRO Policy and started policy alerts. The next meeting will be in two weeks.

Negotiations Committee met on February 8th and 15th, and was discussed in Executive Session.

J. Old Business

1. Crosswalk buttons – kids and teachers don’t press them.

K. New Business

L. Public Comment – None.

M. ACTION ITEMS

I. PERSONNEL

Motion by Christopher Cannavo and seconded by Jennifer Knittel 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	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	53046975	Amended Child Care Leave	Special Education Teacher	High School	Beginning of 2018-19 school year	N/A	N/A	N/A	N/A	Beginning of 3 rd marking period 1/2019	N/A
2	11526365	Amended Maternity Leave	Custodian	Middle School	2/23/2018	N/A	N/A	N/A	N/A	3/9/2018	State re-calculation of FMLA allowance

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	Joseph Matey	Accept	Custodian	\$55,868	Middle School	7/1/18	7/1/18	Retirement
2	Kerryn Bakken	Approve	German Teacher	\$1,300/per semester	Middle & High Schools	9/1/17	6/30/18	Travel between Middle School and High School
3	Margaret Flynn	Approve	Substitute	\$85/day	District	2/21/18	6/30/18	All paperwork complete & on file.
4	Michael O'Connor	Approve	Substitute Custodian	\$14.25/hour \$15.25/hr.w/ boiler license	District	2/21/18	6/30/18	All paperwork complete & on file.
5	Vincent Palazzolo	Approve	Substitute Custodian	\$14.25/hour \$15.25/hr.w/ boiler license	District	2/21/18	6/30/18	Pending receipt of background check

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			

3. Motion by Paula Merrill and seconded by Christopher Cannavo to rescind Timothy Downs for Debate Team competition in Boston.

MOTION: Paula Merrill		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			

4. Motion by Corey Piasecki and seconded by Christopher Cannavo to approve Andrew Oakely for Debate Team competition in Boston.

MOTION: Corey Piasecki		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			

II. EDUCATION AND POLICY

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

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

5530 R Substance Abuse
5533 Student Smoking

2. 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:

3437 Military Leave
4437 Military Leave
5460.1 High School Transcripts
7101 Educational Adequacy of Capital Projects
7425 Lead Testing of Water In Schools
8507 Breakfast Offer Versus Serve (OVS)

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

MS – 17-18 – None
 HS - 17-18 – 009

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Nicole Silvis, Vittoria Busardo & Emily Kablis	MS & HS Student Councils to NJASC Spring Conference	N/A	Approximately \$60/student Substitutes & transportation paid by club
2	Nicole Silvis, Hope Ranalli & Michael Arminio	8 th Grade Alternative Class to Camp Mohican	Transportation	\$15/student for meals
3	Craig Green	Bowling Clinic for middle school	N/A	2/22/18 through 3/1/18 [Tues. & Thurs.]. Paid through athletic department funds

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

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Susan Rader	NJ Association for Gifted Children (NJAGC)	Bridgewater, NJ	\$184. Registration + Mileage	March 23, 2018 – Paid through Title II Funds
2	Hlona DiCosmo & Cynthia Laws	Rutgers/AMTNJ Precalculus Conference	Rutgers University	\$175. Registration each + Mileage	March 16, 2018 (Title II Funds)
3	Heather Apple	Next Generation Science Standards Conference	Piscataway, NJ	\$259. Registration + Mileage	March 12, 2018 (Title II Funds)
4	Geri McKelvey	DAANJ Leadership Trainings	Atlantic City, NJ	\$750. Registration, Lodging, Mileage & Incidentals	March 13-16, 2018
5	Anthony Sbriscia	NJ Buildings & Grounds Conference	Atlantic City, NJ	\$200. Registration, Lodging, Mileage & Incidentals	March 11-13, 2018 – Registration fee of \$200.00 reimbursed by NJSBGA

MOTION: Jennifer Knittel		SECOND: Christopher Cannavo			
Name	Ayes	Nays	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 Paula Merrill and seconded by Richard Young to accept the recommendation of the Superintendent to approve and adopt motions **III.1** through **III.6**, as described below:

1. The Warren Hills Regional Board of Education approves the January, 2018 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 January, 2018; 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.

2. Motion to approve the bill list for the period January 1, 2018 through January 31, 2018, including January, 2018 payrolls, in the amount of \$3,356,802.07.

3. Motion to approve transfers in the amount of \$122,268.59 for the month of January, 2018.

4. Motion to approve an agreement with Brookfield Schools/Summit Oaks Program for home instruction for Student No. 5976235043, commencing February 6, 2018, and continuing until further notice, at the rate of \$41.00 per hour for a maximum of 5 hours per week.

5. Motion to approve Professional Education Services, Inc. to provide educational instruction services for student #3492372731 currently at Penn Medicine Princeton House Behavioral Health Women's Program, commencing February 6, 2018, and continuing until further notice, at the rate of \$41.00 per hour, not to exceed a total of 2 hours per day.

6. Motion to accept a Volunteer Grant from ExxonMobil Foundation for the Assistant Superintendent of Curriculum and Instruction in the amount of \$1,000.00, to be used for curricular projects at the middle school and high school, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

MOTION: Paula Merrill		SECOND: Richard Young		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler	X			
Jennifer Knittel	X			
Lisa Marshall	X		As to Washington Twp BOE	
Paula Merrill	X			
Corey Piasecki	X			
Eric Walls	X			
Richard Young	X		As to Delta Dental and Ability to Work	

N. Public Comment

Owen Donnelly from Mansfield Township spoke to the Board about National FFA Week.

O. Second Executive Session

Motion by Jennifer Knittel and seconded by Eric Walls to go into Executive Session at 8:23 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, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

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			

P. Reconvene

Motion by Corey Piasecki and seconded by Jennifer Knittel to reconvene into open session at 9:05 p.m.

Q. Adjourn

Motion by Paula Merrill and seconded by Jennifer Knittel to adjourn at 9:06 p.m.

Respectfully submitted,

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

dmg