

**Warren Hills Regional
Board of Education
Regular Meeting
February 7, 2017**

The Warren Hills Regional Board of Education met in Regular Meeting on February 7, 2017 at 6:30 p.m. in the Board Meeting Room.

Call to Order The meeting was called to order by Lisa Marshall, President

Roll Call Roll call was taken by Estrella Molinet. Members present were Linda Feller, Kathleen Halpin, Christopher Hamler, Jennifer Knittel, Lisa Marshall, Patrick O'Malley and Richard Young. Richard Havrisko was absent and Paula Merrill arrived at 6:40. Also present were Earl C. Clymer, Dennis Mack and Estrella Molinet.

Executive Session Moved by Kathleen Halpin and seconded by Linda Feller 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) *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.

Ayes 7 Nays 0

The Board entered into Executive Session at 6:34 p.m.

Reconvene Moved by Kathleen Halpin and seconded by Patrick O'Malley to reconvene into open session at 7:05 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*, *The 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 Patrick O’Malley and seconded by Kathleen Halpin to approve the Minutes of the Regular and Executive Session meetings of January 24, 2017.

Ayes 8 Nays 0

Comm. Communications:

 Mrs. Molinet received a letter from Office of Finance and Accountability.

Citizens Citizens Participation: None.
Part

Student Student Report – Student Representatives:
Report

Middle School:

Student Representative Emily Kovacsy – 8th Grade

- FFA Program presented to 8th grade science classes
- Spelling Bee champion Cheyenne Wilson will compete in the Scripps National Spelling Bee competition
- Mrs. DeYoung was on WRNJ radio to discuss the 50th celebration for Warren Hills and Washington High School. The celebration will be part of Community Day.
- Wednesday is National wear Red Day to support the American Heart Association
- Mrs. Eilenberger, HS H/PE teacher, will be meeting with Mr. Turkowski to discuss the placement of Water Bottle Filling Stations at the MS
- The Builder’s Club Valentines’ Day Dance will be held this Friday at the MS

High School:

Mr. Clymer reported the news on behalf of the Student Representative

- We are officially past the half way point of our school year. Our second marking period is over.
- Our Debate team won their quarterfinal competition and they are moving on to the semifinals.
- Congratulations to Christopher Clark, who was honored by the Rotary of Washington for his academic accomplishments and his service to our community. Thank you to the Rotary of Washington for their commitment to honoring our students for their hard work inside our school and service to others
- Thanks to our HOTT and SAVE clubs, and Shop Rite, Mrs. Eilenberger and Mr. O'Neil accepted and dedicated a new water bottle filling station in our 500 wing. Currently, we have three in our school. The filling stations promote hydration and health, and save the amount of water bottles that we are using and throwing away in landfills. Each station has a display that shows how many water bottles have been replaced. Thank you to our HOTT and SAVE clubs for volunteering their time and earning this donation which benefits all of our students.
- Our FFA held two showcases to help students understand the importance of farmers to our society. The showcases also promoted the programs we have here at our school. The first program was at the Middle School and the most recent one was held in the high school library
- Our girls & boys bowling team has captured both the Skyland Conference and the Sectional Championship! We have three bowlers advancing in the individual tournament and both teams will be competing in the state championship next weekend.
- Three of our teachers went to promote our 50th anniversary of Warren Hills Regional High School celebration on WRNJ last week. Ms. Kerr, Mrs. Viglianco and Mrs. DeYoung did a great job talking about our historical event.
- Our wrestling team is competing in the sectional semi-final tomorrow at home against Passaic Valley. If they win tomorrow, they will move on to the finals on Friday night.
- Our robotics team is currently working hard on their FIRST robot. Students have a 6-week time period to build a robot after viewing a video that presents a challenge to all teams. We are in the middle of our build. Students are simultaneously creating the robot on computer software to help with the manufacturing of parts and to test strength points. Additionally, this will allow them to print a 3D replica of their robot.
- Our student council hosted their winter pep rally to celebrate our winter athletes. This was a great way to end our spirit week. Our

Senior class won the competition and will be rewarded later in the school year.

- Our cheerleaders are ready for Florida. Along with the Junior Streaks, our JV and Varsity hosted a showcase last night and performed their routine. WE wish them all the best as they compete for a National Title.

Supt's Report

Superintendent's Report: Earl C. Clymer, III

District News and Information:

- GEOY Recognition – Dawn Moore
- Techspo presentation – Mr. DeBoer and Mr. Dennison
- Patriot Pen Essay Winners Bintou Bamba and Alexis D'Ambly – MS
- Ms. Walters has been selected to present at the 2017 ASAA, NJASA & FEA Women in Leadership Conference on March 31st at Forsgate Country Club. Ms. Walter's proposal, Access, Cultural Proficiencies and Equity, was accepted by the program committee.
- 2017-2018 School Calendar – Review and Discussion

Board Goals

Board of Education Goals for the 2016-2017 School Year

- *Research and assess strategies to improve student achievement for ALL students, e.g. Advanced Placement, Vocational Education, Special Education, Gifted & Talented, General Education, etc.,*
 - *Supplemented by Center for Public Education Checklist*
- *Improve communication from the Board of Education to the community at large, specifically educating stakeholders on Board roles, responsibilities, and limitations*
- *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*

Comm. Reports

Committee Reports:

Budget and Finance Committee met on January 31, 2017. They discussed the following:

- Custodial salaries
- Oxford School District
- Mid-year budget review
- Final OFAC Audit Report

Education and Policy met tonight and discussed the following:

- Anniversary celebration
- AP Courses
- Gifted & Talented program
- Math scores
- Education and Policy reorganization

Personnel Committee met on January 30, 2017.

Technology Committee met on February 2, 2017. Discussion of the website update pricing, and district-wide technology goals.

Kathleen Halpin and Lisa Marshall attended the County Meeting.

Old Business None.

New Business None.

Mr. Clymer recommended all personnel items.

I. PERSONNEL

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

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Elizabeth Nicolosi	Approve	Biology Teacher	\$64,914, prorated	High School	2/1/2017	N/A	Movement on guide to Step H-8, M
2	Nicholas Sarlo	Approve	Business Teacher	\$61,149, prorated	High School	2/1/2017	N/A	Movement on guide to Step E-5, M+15
3	Alexandra Helle	Approve	Biology Teacher	\$56,404, prorated	High School	2/1/2017	N/A	Movement on guide to Step F-6, B+15
4	Brigitte Burstein	Approve	Science Teacher	\$71,859, prorated	Middle School	2/1/2017	N/A	Movement on guide to Step J-10, M+15
5	Amanda Best	Approve	Special Education	\$76,344, prorated	Middle School	2/1/2017	N/A	Movement on guide to Step J1-11, M+30
6	Ilona DiCosmo	Approve	Mathematics Teacher	\$84,586, prorated	High School	2/1/2017	N/A	Movement on guide to Step N-17, M
7	Lyandra Ross	Approve	Special Education	\$60,404, prorated	High School	2/1/2017	N/A	Movement on guide to Step C-3, M+15
8	Hope Ranalli	Approve	Guidance Counselor	\$68,529, prorated	Middle School	2/1/2017	N/A	Movement on guide to Step G-7, M+45
9	Jill Okladek	Approve	Biology Teacher	\$88,636, prorated	High School	2/1/2017	N/A	Movement on guide to Step N-17, M+30
10	Elise Tooker	Approve	Health & PE Teacher	\$57,879, prorated	High School	2/1/2017	N/A	Movement on guide to Step A-1, M

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
11	Joseph Schwind, Sr.	Approve	Substitute Custodian	\$14/hour	District	2/8/2017	6/30/2017	As needed
12	Bernard Arnold	Approve	Substitute Custodian	\$14/hour	District	2/8/2017	6/30/2017	As needed
13	James Hudock, Jr.	Approve	Part-time Custodian	\$14/hour	High School	1/25/2017	6/30/2017	2 hours/day – 5 days per week
14	Maureen Falzone	Approve	Substitute School Resource	\$16/hour	District	2/8/2017	6/30/2017	Pending receipt of approved background check
15	Gina Bremer	Approve	Substitute School Resource	\$16/hour	District	2/8/2017	6/30/2017	Pending receipt of approved background check

ROLL CALL VOTE: Ayes 8 Nays 0

Stipends Moved by Kathleen Halpin 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	Geri McKelvey	Administrative Coverage	N/A	\$810	Orlando Florida	2/11/17	2/12/17	Per diem rate total for 2 weekend days at Cheerleading Competition

ROLL CALL VOTE: Ayes 8 Nays 0

Leave of Absence Moved by Kathleen Halpin and seconded by Linda Feller to approve the following amended Leave of Absence:

Code No.	Employee ID Number	Reason	Position	Location	Leave Start Date	Sick Days to be Used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	53019121	Maternity Leave	Social Studies Teacher	Middle School	5/22/17	19	8/28/17	8/28/17	N/A	On or about 11/13/17	N/A
2	11526365	Family Leave	Custodian	Middle School	1/25/17	N/A	1/25/17	1/25/17	N/A	On or about 2/13/17	N/A

ROLL CALL VOTE: Ayes 8 Nays 0

Internship/Observation Moved by Kathleen Halpin and seconded by Linda Feller to approve the following Internship/Observation:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/Stipend	Location	Date Effective	Date Terminated	Discussion
1	Lauren Arico	20 hours of observation	N/A	N/A	High School	2/8/17	N/A	WCCC Student under the direction of Keith Dennison
2	Jeffrey Balas	Administrative Internship	N/A	N/A	Middle School	1/17/17	5/8/17	Centenary College Student under the direction of Lee Turkowski

ROLL CALL VOTE: Ayes 8 Nayes 0

II. EDUCATION AND POLICY

Policies Moved by Kathleen Halpin and seconded by Patrick O'Malley to approve the **first reading** of the following new and revised policies for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

- 1510 P&R** Americans with Disabilities Act
- 2415.30 P** Title I – Educational Stability for Children in Foster Care [New]
- 2418 P&R** Section 504 of the Rehabilitation Act of 1973- Students [New]
- 5116 P&R** Education of Homeless Children
- 8330 P&R** Student Records

ROLL CALL VOTE: Ayes 8 Nayes 0

HIB Moved by Kathleen Halpin and seconded by Patrick O'Malley to acknowledge the administrative decision regarding the following HIB case:

- MS – 16-17 – None
- HS – 16-17 – 004

ROLL CALL VOTE: Ayes 8 Nayes 0

Travel & Conference Moved by Kathleen Halpin and seconded by Patrick O'Malley to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Richard Young	Analyzing and Constructing Salary Guides	NJSBA, Trenton, NJ	\$149. Registration. + Mileage	March 18, 2017
2	Kristen Chiara	Writing Workshop & PARCC Writing	Monroe Twsp., NJ	\$149. Registration + Mileage	February 13, 2017
3	Kevin Horn	N.J. Professional Standards Workshop	Rutgers University	\$150. Registration + Mileage	April 24, 2017
4	David Guth	Law Enforcement Against Drugs	Atlantic City, NJ	\$250. Registration, Accommodations, Mileage & Incidentals	School Security Focused – February 24 through March 1, 2017

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
5	David Guth	Police Security EXPO	Atlantic City, NJ	Accommodations, Mileage & Incidentals	School Security Focused – June 27-28, 2017
6	Kimberly Eilenberger & Elise Tooker	N.J. Health & PE Convention	Long Branch, NJ	\$70. Registration each + Mileage	February 27, 2017
7	Jason Graf	National Association for Music Education Conference	Atlantic City, NJ	\$180. Registration, Mileage, Accommodations & Incidentals	April 6 & 7, 2017
8	Lauren Voight	National Association for Music Education Conference	Atlantic City, NJ	\$180. Registration, Mileage, Accommodations & Incidentals	April 6, 7 & 8, 2017
9	Annette Walters	NJASA Women's Leadership Conference	Monroe Twsp., NJ	\$325. Registration + Mileage	March 30 & 31, 2017

ROLL CALL VOTE: Ayes 8 Nayes 0

Field Trip Requests Moved by Kathleen Halpin and seconded by Patrick O'Malley to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education cost	Discussion/Destination
1	Leeann Kubbishun	ALC Students	\$25. Per student & Transportation	Reward experience for Marking Period Two
2	Amy Kline	FFA Advocacy & Legislative Leadership Day	N/A	FFA Chapter covers costs
3	Debra Rokosny	Human Rights Club to Human Rights Institute Conference	N/A	Club covers cost
4	Barbara Russo	WHRMS Chorus Club & Jazz Band to Music in the Parks	N/A	\$75. Student cost
5	Heather Heslin	KIDZ Connection & Best Buddies to Oakwood Lanes	Transportation	\$13. Per person
6	Mark Smith	TSA Club to N.J. State Conference	N/A	Club covers cost - \$12/\$22 per person
7	Adam Slack	Archery Club to N.J. State Tournament Shoot	Transportation	AAFTL
8	Amy Kline	FFA to New Jersey Youth Institute World Food Prize	N/A	FFA Chapter covers costs
9	Richard Patricia	Film Design Students to Centenary College Theater	Transportation	AAFTL
10	Josephine Potter	Student Council State Officer to monthly meeting	Transportation	N/A

ROLL CALL VOTE: Ayes 8 Nayes 0

III. BUDGET AND FINANCE

Nursing Services Moved by Patrick O'Malley and seconded by Christopher Hamler to approve a contract with Maxim Healthcare Services, Inc. to provide nursing services on transportation for Student #2612772623 for the remainder of the 2016-2017 school year, in the amount of \$50.00 per hour for an LPN and \$55.00 per hour for an RN, not to exceed 8 hours per day.

ROLL CALL VOTE: Ayes 8 Nayes 0

Transition Services Moved by Patrick O'Malley and seconded by Christopher Hamler to approve a contract with Employment Pathways for Student #6852130796 to obtain Transition Services from Abilities of Northwest Jersey, Inc. for the period February 15, 2017 through June 7, 2017, in the amount of \$1,520.00

ROLL CALL VOTE: Ayes 8 Nays 0

Tuition Contract Moved by Patrick O'Malley and seconded by Christopher Hamler to approve a Special Education Tuition Contract for Student #8695843559 to attend Cornerstone Day School for the remainder of the 2016-2017 school year, commencing March 1, 2017, in the amount of \$370.25 per diem.

ROLL CALL VOTE: Ayes 8 Nays 0

Property Distribution Moved by Patrick O'Malley and seconded by Christopher Hamler to approve the disposition of the district's obsolete 2005 Ford rack truck, Vin No. 1FDWF36565EA17761 for \$1,500.00, pursuant to Policy 7300, DISPOSITION OF PROPERTY.

ROLL CALL VOTE: Ayes 8 Nays 0

Property Distribution Moved by Patrick O'Malley and seconded by Christopher Hamler to approve the disposition of obsolete computer equipment consisting of 50 iMac's over 5 years old to IGS Systems, Inc. for \$185.00 each for a total of \$9,250.00, pursuant to Policy 7300, DISPOSITION OF PROPERTY.

ROLL CALL VOTE: Ayes 8 Nays 0

Donation Moved by Patrick O'Malley and seconded by Christopher Hamler to accept a donation in the amount of \$250.00 from A. Diodato for the WHR Baseball Program, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

ROLL CALL VOTE: Ayes 8 Nays 0

Donation Moved by Patrick O'Malley and seconded by Christopher Hamler to accept a donation from the Gross Family of two wheel chairs and switch toys for the MD classroom to further the educational experience for learners, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

ROLL CALL VOTE: Ayes 8 Nays 0

Transfer of funds

Moved by Patrick O’Malley and seconded by Christopher Hamler to approve the following Resolution for transfer of funds from Emergency Reserve Account to Budget Line Items for Security Camera Project Phase II:

WHEREAS, pursuant to A2158 adopted as P.L. 2016, c100 on January 9, 2017 and amending N.J.S.A. 18A:7F-41 the Warren Hills Board of Education may withdraw funds from its Emergency Reserve Account and transfer same to budget line items in the capital outlay major account/fund to fund necessary security projects; and,

WHEREAS, based on the advice of the Board’s administration, the Board of Education deems it to be in the best interest of the District to withdraw and transfer \$168,975.00 from its Emergency Reserve Account to the appropriate budget line items to fund the Security Camera Project Phase II,

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the immediate transfer of funds from the District’s Emergency Reserve Account to the following line items in the capital outlay major account/fund.

ACCOUNT #	PROJECT	AMOUNT
12-000-266-730-0000-01	HS Upgrade of Analog Cameras Phase II	\$168,975.00

ROLL CALL VOTE: Ayes 8 Nayes 0

Resolution

Moved by Patrick O’Malley and seconded by Christopher Hamler to approve the attached Resolution to enter into a contract with the Warren County Prosecutor’s Office for the acquisition and implementation of an advanced geospatial mapping software program in order to allow a more efficient and effective response in the event of an emergency at our schools. [Attachment “A”]

ROLL CALL VOTE: Ayes 8 Nayes 0

Cheerleader Lodging

Moved by Patrick O’Malley and seconded by Linda Feller to approve one night of lodging for Warren Hills Cheerleaders at National Convention due to impending inclement weather.

ROLL CALL VOTE: Ayes 8 Nayes 0

Citizens Part.

Citizens Participation:

Mr. Mulligan explained to the Board that the insurance company denied his claim twice relating to the flooding issue at the middle school. He has obtained a new attorney and will be filing an OPRA request.

Executive Session Moved by Richard Young and seconded by Kathleen Halpin 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) *Matters rendered confidential by Federal Law, State Law, or Court Rule*

2) *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 9:03 p.m.

Reconvene Moved by Paula Merrill and seconded by Linda Feller to reconvene into open session at 10:01 p.m.

Ayes 8 Nays 0

Adjournment Moved by Paula Merrill and seconded by Kathleen Halpin to adjourn at 10:01 p.m.

Ayes 8 Nays 0

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

dmg