

**Warren Hills Regional  
Board of Education  
Regular Meeting  
January 20, 2015**

The Warren Hills Regional Board of Education met in Regular Meeting on January 20, 2015 at 7:00 p.m. in the Board Meeting Room.

Call to  
Order

The meeting was called to order by Kathleen Halpin, Vice-President.

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," "The Star Ledger," and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield and Washington.

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 providing academic and co-curricular opportunities to become successful, productive members of the global community.

Roll Call

Roll call was taken by Maureen Joyce. Members present were John Bell, Daniel Brundage, Linda Feller, Kristin Fox, Donna Golda, Kathleen Halpin, Christopher Hamler, and Lisa Marshall. Also present were Thomas Altonjy and Maureen Joyce.

Minutes

Moved by Donna Golda and seconded by Lisa Marshall to approve the Minutes of the Regular and Executive Session meetings of January 6, 2015.

Ayes 8      Nays 0

Comm.

Communications:      None.

Citizens  
Part

Citizens Participation:      None.

Student  
Report

Student Report:

The student council representatives reported on:

The State election  
Stem showcase  
RAD self-defense class

Supt's  
Report

Superintendent's Report:

Dr. Altonjy reported on the following:

1. Congratulations to Mrs. Hope Ranalli, who has earned **special recognition from the Warren County Coalition for Healthy and Safe Communities** for her passionate caring in working with others to focus on helping the youth in our community. She and others will be honored for their dedication to reducing substance abuse in Warren County at a ceremony and luncheon tomorrow. We are very proud of all of Mrs. Ranalli's accomplishments and her work as our middle school Student Assistance Counselor (SAC) and Guidance Counselor. We are fortunate to have her as a member of our "Warren Hills Family!"

2. Our district continues to work collaboratively in preparation for the **PARCC administration** beginning in March. Communication and training is ongoing in an effort to keep all stakeholders informed and prepared for this newly designed format of computer-based, standardized testing. Our English Language Arts and Mathematics teachers will be beginning the two-day PARCC tutorial exercises in preparation for the PARCC. The Supervisors developed a cross-curricular guide for infusing PARCC-like tasks and questioning strategies into existing lessons in order to continue PARCC preparation. The PARCC Mathematics Core Team held a full-day professional development workshop today in order to further discuss and prepare for the forthcoming PARCC tests. During the English Language Arts cluster articulation meeting on 13 January, the attendees exchanged best practices that allow students to be given targeted feedback on their progression of targeted writing skills in the CCSS.

Additionally, an engaging lesson plan was shared, focusing on student-created works (poems, short stories) paired with published fiction, which allows students to develop their own PARCC-like questions and tasks for the whole class.

3. The recent incoming **7<sup>th</sup> Grade Scheduling Orientation night** was successful and well attended by the students and families of our sending constituent districts. Parents and students received a warm welcome from our guidance staff, as well as, information and direction regarding their scheduling options as they enter Warren Hills Regional Middle School.

4. The **scheduling process** for the 2015-2016 school year has begun for all of our Warren Hills Regional students, as well as incoming 7<sup>th</sup> grade students. Individual meetings with students have begun and will continue into the month of March.

5. The district held the latest **Substitute Teacher Training Session** on 8 January. Participants reviewed a *Substitute Training Handbook* and received additional training on the fire and security drills for both the middle school and the high school.

6. **7<sup>th</sup> Grade Academy News:**

- Members of the committee are currently implementing the new Middle School Merit Program where honor roll students with excellent behavior and attendance are eligible for a prize drawing and receive a “rewards” card allowing them some special privileges (i.e. reduced price tickets to athletic events, homework passes, etc.).
- Planning of the annual Student Recognition Spirit Rally has begun, which is scheduled for 12 February.

7. Congratulations to the following 10<sup>th</sup> Grade students who were elected as **class officers** by their peers:

President – Brody Oberly  
Vice President – Dani Profita  
Secretary – Ciara Motzer  
Treasurer – Nicole Antonelli  
Project Coordinator – Amanda Elbassiouny.

8. Congratulations to Senior Tyler Henning who has advanced as a semi-finalist in the **Coca-Cola Scholars program**. Tyler is one of 2,200 selected as a semi-finalist from a nationwide pool of over 102,000 students. Tyler will be notified by the end of January as to his status within the Scholars program. Congratulations, Tyler!

9. On Thursday, 8 January, Mr. Clymer and Mrs. Laws were guests on the **WRNJ Radio program, NewsLine**, hosted by Joyce Estey. The topic of discussion for the 30-minute segment was the district’s desire to enhance school/community engagement, the Community Day Event held in September, and the upcoming Relay For Life event in May. As the advisor of National Honor Society and coordinator of the Relay For Life event, Mrs. Laws provided detailed information on the history of the event at Warren Hills Regional, how people and businesses can become involved and the immeasurable value this event provides the school and community. Mrs. Laws is thanked for her continued efforts with this most important event. We wish her the best as she and the students of the NHS embark on the third Relay For Life at Warren Hills Regional on Saturday, 30 May 2015.

10. Congratulations to Mr. Detrick, CS teacher at the high school, for creating and facilitating a very successful **STEM Alumni Showcase** on Tuesday, 6 January. Thirty-five Warren Hills Regional Alumni worked with small groups of current students to discuss their journeys through

STEM careers after high school. The afternoon showcase was filled with lively discussion and poignant facts regarding the limitless future of STEM careers.

11. **Athletic News:**

- The John Goles Wrestling Tournament was again a success. North Hunterdon won the tournament this season. Warren Hills wrestlers, Maxwell Nauta and Andrew Pacheco, each won tournament titles at their respective weight classes.
- The Boys and Girls Bowling Teams each won the Sparta Bowling Tournament. The girls are 6-0 in dual competitions, while the boys are 5-1.
- The Boys Basketball Team won the Madison Christmas Tournament with victories over Newton and Madison. The team is now 5-2.
- The Boys Swim Team is undefeated with a record of 5-0 having recently defeated conference rival, Bernards.

12. Tonight we have a very special program where we have the privilege to recognize and honor some of our staff members of the community. I would like to introduce Mrs. Dawn Moore, Director of Curriculum & Instruction, to provide some background information and introduce our three recipients of the **Warren Hills Regional Governor's Educator of the Year Awards 2014-2015**. Our middle school Educator recipient is special education teacher, Mrs. Amanda Best and our high school Educator recipient is physics teacher, Mr. Ari Eisner. Our Educational Service Professional recipient is Mrs. Hope Ranalli, middle school SAC and guidance counselor. All three will be honored at a special county program/luncheon to be held at Hawk Pointe in May. Congratulations, Amanda, Hope, and Ari!

Everyone is invited to join us for some light refreshments including a congratulatory cake!

Comm.  
Reports

Committee Reports:

Mr. Hamler reported on the Buildings and Grounds Committee meeting.

Mrs. Marshall reported on the Ed and Policy meeting. The Committee reviewed the balance of 6,000 series on Finance with Mrs. Joyce. This also meets the Board goal in School Finance. The next meeting is February 10<sup>th</sup>.

Mrs. Halpin reported that Ed Council met, there was a discussion of one new club and a “resurrected” club. There was further discussion

regarding the process of approving a club. In addition, other topics discussed included:

- A. Middle school benchmark testing,
- B. Program of Studies pre-requisites,
- C. Athletic eligibility reports,
- D. Advisor club report,
- E. New substitute service

The next meeting is March 11<sup>th</sup>.

Dr. Altonjy recommended all personnel items.

## I. PERSONNEL

Retire                                Moved by Linda Feller and seconded by John Bell to accept, with  
T. Hodge                              regret, the retirement of Mrs. Terry Hodge, effective October 1, 2015.

ROLL CALL VOTE:                Ayes 8                Nays 0

Resign                                Moved by Linda Feller and seconded by John Bell to accept, with  
Advisor                                regret, the resignation of Mr. Ari Eisner as the Robotics Club Advisor,  
effective January 31, 2015.

ROLL CALL VOTE:                Ayes 8                Nays 0

Club                                    Moved by Linda Feller and seconded by John Bell to approve  
Advisor                                employment of Mr. Adam Slack as the Robotics Club Advisor for the  
remainder of the 2014-2015 school year, effective February 1, 2015, with  
a stipend of \$3,200, prorated.

ROLL CALL VOTE:                Ayes 8                Nays 0

Leave of                                Moved by Linda Feller and seconded by John Bell to approve a  
Absence                                change in a maternity disability leave of absence for Mrs. Alison Frey for  
the period 1/26/15 through 2/12/15 and a FMLA leave, without pay, from  
2/13/15 through 5/8/2015, and a NJFLA, without pay, from 5/9/2015 until  
her return to work in late May or early June, pending doctor release.

ROLL CALL VOTE:                Ayes 8                Nays 0

Leave of                                Moved by Linda Feller and seconded by John Bell to approve a  
Absence                                medical leave of absence for Mrs. Raquel Stewart for the period January  
26, 2015 through February 11, 2015, and a FMLA leave, without pay,  
from 2/12/2015 through 3/09/2015.

ROLL CALL VOTE:                Ayes 8                Nays 0

Employ J. Lupackino Moved by Linda Feller and seconded by John Bell to approve employment of Mrs. Janice Lupackino as a medical leave replacement Spanish teacher for the period January 26, 2015 through March 10, 2015, with a per diem salary of \$253.59.

ROLL CALL VOTE: Ayes 8 Nays 0

Substitute Teacher Moved by Linda Feller and seconded by John Bell to approve employment of Ms. Ariel Williams for addition to our substitute teachers list.

ROLL CALL VOTE: Ayes 8 Nays 0

## II. EDUCATION AND POLICY

Policy Moved by Lisa Marshall and seconded by Donna Golda to approve the second and final reading of the following revised policy and regulations for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

**5450** Athletic Awards

ROLL CALL VOTE: Ayes 8 Nays 0

Policies Moved by Lisa Marshall and seconded by Donna Golda to approve the first reading of the following revised policy and regulations for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

- 6111** Special Education Medicaid Initiative (SEMI) Program + regulations
- 6141** Tax Revenues
- 6510** Payroll Authorization
- 6520** Payroll Deductions
- 6620** Petty Cash + regulations
- 6650** Scholarship Fund
- 6660** Student Activity Fund
- 6810** Financial Objectives + regulations
- 6830** Audit and Comprehensive Annual Financial Report
- 6831** Withholding or Recovering State Aid
- 6832** Conditions of Receiving State Aid

ROLL CALL VOTE: Ayes 8 Nays 0

HIB Moved by Lisa Marshall and seconded by Donna Golda to affirm the administrative decisions regarding the following HIB case:

MS – 14-15 – 09-010

ROLL CALL VOTE:           Ayes 8           Nayes 0

Travel &  
Conference

Moved by Lisa Marshall and seconded by Donna Golda to approve the following Travel and Conference Requests:

<b>NAME</b>	<b>TITLE</b>	<b>LOCATION</b>	<b>COST</b>
Amanda Brown, Latifa Heuer, Cesar Mendes, Lourdes Garcia & Jeannie Zamora	FLENJ Conference	New Brunswick, NJ	\$955. Total Regist. + Mileage
Peter Lubrecht	Director of Athletics Annual Conference	Atlantic City, NJ	\$350. Regist. + Mileage

ROLL CALL VOTE:           Ayes 8           Nayes 0

Field Trip  
Requests

Moved by Lisa Marshall and seconded by Donna Golda to approve the following Field Trip Requests:

<b>Requested by:</b>	<b>Trip</b>	<b>Location</b>
LeeAnn Kubbishun	MS Alternative Learning Classes	Barnes & Noble & Wegmans, Easton, PA
Heather Heslin	MD classes to United Methodist Church	Washington, NJ
Amanda Best	MS LD classes to Raritan Valley CC Planetarium	Raritan Valley Community College
Adam Slack	ED Tech students	Universal Technical Institute, Exton, PA

ROLL CALL VOTE:           Ayes 8           Nayes 0

### **III. BUDGET AND FINANCE**

Financial  
Reports

Moved by Donna Golda and seconded by Lisa Marshall to approve the November, 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 November, 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.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Financial  
Reports

Moved by Donna Golda and seconded by Lisa Marshall to approve the December, 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 December, 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.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Transfers

Moved by Donna Golda and seconded by Lisa Marshall to approve transfers.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Bills

Moved by Donna Golda and seconded by Lisa Marshall to approve the regular list of bills.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Student  
Activities

Moved by Donna Golda and seconded by Lisa Marshall to approve Student Activity transactions for the month of December, 2014.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Shared  
Services

Moved by Donna Golda and seconded by Lisa Marshall to approve a Shared Service Agreement with Washington Township Board of Education for shared service curriculum writer for the 2014/2015 school year in the amount of \$1,500.

ROLL CALL VOTE:           Ayes 8           Nayes 0



Speech  
Therapist

Moved by Donna Golda and seconded by Lisa Marshall to approve a Memorandum of Agreement for maternity leave Speech Therapist with Warren County Special Services School District for the period January 22, 2015 to on or about April 17, 2015 at the rate of \$85.00 per hours.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Food  
Service

Moved by Donna Golda and seconded by Lisa Marshall to approve food services account transaction for the months of October through December, 2014.

ROLL CALL VOTE:           Ayes 8           Nayes 0

NCLB

Moved by Donna Golda and seconded by Lisa Marshall to approve Amendment 2 to 2014-2015 NCLB Consolidated Grant – Title IIA.

ROLL CALL VOTE:           Ayes 8           Nayes 0

Citizens  
Part.

Citizens Participation:           None.

Executive  
Session

Moved by John Bell and seconded by Lisa Marshall to go into Executive Session as indicated by items **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 item (s) which falls 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.

Ayes 8      Nays 0

The Board entered into Executive Session at 8:05 p.m.

Reconvene                      Moved by Lisa Marshall and seconded by John Bell to reconvene into open session at 8:35 p.m.

Ayes 8      Nays 0

Dr. Altonjy discussed the calendar adjustment if there is a snow day prior to next Board meeting.

Adjournment                      Moved by Linda Feller and seconded by Christopher Hamler to adjourn at 8:44 p.m.

Ayes 8      Nays 0

Maureen Joyce  
Business Administrator/Bd. Sec'y.

dmg