

**Warren Hills Regional
Board of Education
January 23, 2018**

A. Call to Order

The meeting was called to order by Lisa Marshall, President

B. Oath of Office administered to the newly appointed Board of Education member by Board Secretary on January 11, 2018, during his orientation:

DISTRICT	NAME	TERM
Mansfield Township	Corey Piasecki	1/11/18 – 12/31/2018

C. Roll Call - Mrs. Estrella Molinet

Roll call was taken by Estrella Molinet. Members Present were Joseph Bodenschatz, Christopher Cannavo, Christopher Hamler, Jennifer Knittel, Lisa Marshall, Paula Merrill, Corey Piasecki, and Richard Young. Eric Walls was absent. Also present were Earl Clymer, Estrella Molinet, Dennis Mack, Dawn Moore and Annette Walters.

D. Executive Session

Moved by Paula Merrill and seconded by Christopher Cannavo to go into Executive Session at 6:35 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.

E. Reconvene

Moved by Jennifer Knittel and seconded by Christopher Cannavo to reconvene into open session at 7:00 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

F. Motion by Christopher Cannavo and seconded by Joseph Bodenschutz to approve the Minutes of the January 2, 2018, Reorganization, Regular and Executive Session meetings.

Motion by Christopher Cannavo and seconded by Joseph Bodenschutz to amend the November 28, 2017 Board minutes.

MOTION: Christopher Cannavo		SECOND: Joseph Bodenschutz		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschutz	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			

G. Communications – None

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

No middle school report.

High School:

- December 15, 2017 - Kids Coding Kids
- Best Buddies Holiday Party - Peer Groups
- Assisted homeless family with gift cards
- Peer Leaders Toy Drive
- Peer leaders to elementary schools to introduce Peer Leadership
- DASACC event with peer leaders
- John Goles Tournament had 3 champions
- Bowlers Winter Classic, B & G undefeated
- Fine Arts Showcase and program
- DECA – Kean University Competition
- Cheerleaders are preparing for Nationals through local tournaments
- 2018-2019 course scheduling has begun

Discipline / Suspension Reports:

MS – 6-1SD; 1 – OSS

HS – 28 1SD; 8 – OSS

Concurrent Enrollment discussion at Centenary on January 10, 2018
Summary of HS Scheduling Night program held on January 22, 2018
MS Scheduling Night program will be held on January 24, 2018
Automatic door installation will begin later this week at both buildings.
Wall of Fame invitation discussed

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.

Board Training:

Jennifer Knittel attending Bargaining at the Table.

Christopher Cannavo and Joseph Bodenschatz attending Governance I weekend – Friday through Sunday.

Mrs. Marshall asked Mr. Clymer to contact Kathy Helewa from NJSBA for Board training.

J. Committee Reports

Education and Policy Committee met tonight. They discussed the policies regarding E-Vaping (substance abuse) and chewing tobacco. The next meeting will be February 6, 2018 at 3:45.

Wall of Fame met last night.

K. Old Business

1. Crosswalk buttons

L. New Business

1. Calendar for Committees.

M. Public Comment – None.

N. ACTION ITEMS

I. PERSONNEL

Motion by Jennifer Knittel and seconded by Corey Piasecki to accept the recommendation of the Superintendent to approve and adopt motions **I.1** through **I.3**, 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	19308162	Maternity Leave	Mathematics Teacher	High School	On or about 4/16/18	33	On or about 6/1/18	On or about 6/1/18	N/A	9/1/18	N/A

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	Lee Turkowski	Accept	Principal	\$117,300	Middle School	3/16/18	N/A	Resignation
2	Rebecca Nugent	Accept	ICS/Science Teacher	\$77,086	Middle School	3/2/18	N/A	Resignation
3	Billie Blackwell	Rescind	Substitute Event Security Staff	\$40/hour	District	N/A	N/A	Board motion of 1/2/18, Personnel - #2 - 12.
4	Billie Blackwell	Approve	Substitute Security	\$16/hour	District	As soon as practical	6/30/18	Pending receipt of background check
5	Annette Walters	Approve	Assistant Superintendent	\$140,000, prorated	District	1/17/18	6/30/18	Title- Assistant Superintendent for Personnel, Guidance & Special Education
6	Dennis Mack	Approve	Master Scheduler	\$10,000, Stipend	District	1/17/18	6/30/18	Stipend position 2018-2019 Master Schedule
7	Susan Rader	Approve	Acting Principal	\$2,500, Stipend	Middle School	1/24/18	6/30/18	Acting Middle School Principal
8	Natalia Tavares	Approve	Paraprofessional	\$22.42/hour	High School	As soon as practical	6/30/18	Amend salary to reflect official transcripts with Associate's Degree
9	Michael Hayes	Approve	Athletic Event Staff	Various rates as per schedule	District	1/17/18	6/30/18	All paperwork complete & on file
10	Jonathan Slack	Approve	Athletic Event Staff	Various rates as per schedule	District	As soon as practical	6/30/18	Pending receipt of background check
11	Keith Wanamaker	Approve	Volunteer Wrestling Coach	N/A	District	1/17/18	End of Season	N/A
12	Jacqlyn Olecki	Approve	Volunteer for HS Spring Musical	N/A	High School	1/17/18	End of Performance	As needed basis

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
13	Meaghan Pereiras	Approve	College Externship Program	N/A	High School	9/1/18	6/30/19	Montclair State University student under the direction of high school psychologist
14	Toni Manfra	Approve	Chaperone	\$30/hour	High School	1/27/18	1/27/18	Independent Fencer to compete at North Hunterdon
15	Kimberly Kavcak	Approve	Chaperone	N/A	High School	2/7/18	2/12/18	Cheerleaders at National Competition in Florida

3. Motion to authorize the Superintendent to post for Acting High School Assistant Principal.

MOTION: Jennifer Knittel		SECOND: Corey Piasecki		
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 Paula Merrill to accept the recommendation of the Superintendent to approve and adopt motions **II.1** through **II.4**, as described below:

1. Motion to approve a change in the 2017-2018 school year calendar to reflect February 16, 2018, as a regular school day.

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

MS – 17-18 – None
HS - 17-18 – 008

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Jennifer Giamoni	Peer Leaders to visit local elementary schools	N/A	Various dates throughout school year, leaving last period of the day
2	Christine Tyburezy	Middle School students to HS for Challenge Day	Transportation	Peer Leaders from HS participating
3	Cynthia Bamford	Key Club to participate in fund raising for OutReach	N/A	Key Club covering costs

Code	Requested by:	Trip	Board of Education Cost	Discussion
4	Jarrett Hosbach, David Sbriscia, Michael Armino & Zachary Fisher	Wrestling Team to Tournament requiring overnight stay	Transportation + ½ day substitutes	Competition
5	Adam Slack & Mark Smith	Archery Club to Competition	Transportation & Substitutes	Competition
6	Cynthia Bamford	Key Club to state convention	N/A	\$295/student, transportation cost & substitutes paid by Student Activity Account

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

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Sarah Kaufman, Megan Bublitz, Todd Solecitto, Joseph Bamford, & Robert Miller	Fundamentals of Coaching.	Robbinsville, NJ	\$75. Registration Each, Mileage & Substitutes	January 30, 2018 – NJSIAA requirement
2	Earl Clymer & Annette Walters	NJASA Legal Seminar	Monroe Township, NJ	\$149. Each Registration + Mileage	February 14, 2018
3	Stephen Fritts & Nicholas Sarlo	Championship Football Clinic 19th Annual Offensive Line Clinic	Clifton, NJ	\$45. Registration Each	January 15, 2018
4	Debra Rokosny	“Betrayal of Humanity” Workshop	Center for Holocaust Education	Substitute	January 11, 2018
5	David Guth	Techspo – School Security & Lock Down Emergency Notification Systems	Atlantic City, NJ	Mileage	January 26, 2018
6	Heather Garcia & Craig Green	Educate 2B: Tools for Engaged Learning & Living	Park Ridge, NJ	\$219. Each Registration, Mileage & Substitutes	January 25, 2018
7	Kimberly Eilenberger & Amanda Brown	NJAHPERD Conference - Presenters	Long Branch, NJ	Hotel, Mileage, Incidentals + Substitute	February 26-28, 2018-KE - February 27 & 28, 2018 - AB - PLC State Aid Funds
8	Renee Smola & Josephine Potter	NJAHPERD Conference	Long Branch, NJ	\$120. Each Registration, Mileage + Substitutes	February 27, 2018 – PLC State Aid Funds
9	Craig Green & Laurie Kerr	NJAHPERD Conference	Long Branch, NJ	\$120. Each Registration, Mileage + Substitutes	February 28, 2018 – PLC State Aid Funds
10	Geri McKelvey	Bullying & Athletics: Understanding the New HIB Regulations	Robbinsville, NJ	\$100. Registration + Mileage	January 29, 2018
11	Earl C. Clymer, III	NJASA 2 nd & 3 rd year Superintendent Institute	Trenton, NJ	N/A	January 18, 2018 date postponed until April 17, 2018
12	Geri McKelvey	DAANJ Leadership Training	Atlantic City, NJ	\$750. Registration + mileage, hotel & incidentals	March 13, 14, 15 & 16, 2018

MOTION: Jennifer Knittel		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			

III. BUDGET AND FINANCE

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

1. The Warren Hills Regional Board of Education approves the December, 2017 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 December, 2017; 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 December 1, 2017 through December 31, 2017, including December, 2017 payrolls, in the amount of \$3,523,974.27.

3. Motion to approve transfers in the amount of \$0.00 for the month of December, 2017.

4. Motion to approve Louis R. Centolanza, Ed.D., Professional Expert Witness for middle school legal case, for a fee of \$1,500.00.

5. Motion to approve a Resolution for Participation in Coordinated Transportation with Warren County Special Services School District for the 2018-2019 school year, plus a 4% administration fee.

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			

O. Public Comment

Karen DiNapoli from Washington Township received a letter regarding Mac Books and 1:1. Real loss by Board not to implement at this time.

Lillian Ortiz explained that her daughter is a cheerleader and had a seizure. She asked if the School Physician could over rule the neurologist who approved her daughter’s participation.

P. Second Executive Session

Moved by Christopher Cannavo and seconded by Jennifer Knittel to go into Executive Session at 8:00 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:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
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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.

Q. Reconvene

Motion by Paula Merrill and seconded by Christopher Cannavo to reconvene into open session at 10:51 p.m.

R. Adjourn

Motion by Paula Merrill and seconded by Christopher Cannavo to adjourn at 10:51 p.m.

Respectfully submitted,

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

dmg