

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**January 28, 2020**

**6:30 p.m. – Executive Session**

**7:00 p.m. Regular Meeting**

**A. Call to Order - Mr. Christopher Hamler, President**

**B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator**

Joseph Bodenschatz	Sam Knutson	Christine Pi
Christopher Cannavo	Lisa Marshall	Corey Piasecki
Christopher Hamler	Sherri Musick	Eric Walls

**C. Oath of Office to be administered to the newly elected Board of Education member by Board Secretary:**

<b>DISTRICT</b>	<b>NAME</b>	<b>TERM</b>
Washington Borough	Sherri Musick	1/1/20-12/31/2022

**D. 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.

**E. 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

F. Motion to approve the Minutes of the January 7, 2020, Reorganization and Executive Session meetings.

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

G. Communications – Mr. Earl C. Clymer, III, Superintendent of Schools

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

I. Presenter(s):

- Alexandra Helle – AP Anatomy & Physiology Students

J. Goals:

**Warren Hills Board of Education District Goals for 2019-20**

1. Implement and support strategies to improve student achievement for ALL students, including but not limited to, Advanced Placement, Vocational Education, Gifted & Talented, General Education and Special Education through course offerings, the 1:1 technology initiative, and enhanced PLCs.
2. Continue vertical articulation within the WHRSD cluster with a focus on increased achievement for students in grades 6-9.
3. Ensure effective implementation of Phases II & III of the Future Ready Schools initiative.

**Warren Hills Board of Education Board Goals for 2019-20**

1. Utilize resources to ensure the support of District Goals.
2. Recognize student achievement through student presentations at Board meetings.
3. Work towards building optimal Board communication and trust.

K. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	January 15, 2020	By Chair: Mr. Hamler

Education & Policy	No meeting held	By Chair: Mr. Piasecki
Personnel & Student Activities	January 22, 2020	By Chair: Mr. Bodenschatz
Technology	No meeting held	By Chair: Mr. Walls
Negotiations	No meeting held	By Chair: Mr. Cannavo
Wall of Fame	monthly	By Chair: Mr. Walls

**L. Old Business**

**M. New Business**

**N. Public Comment – concerning action items.**

Public comment shall be governed by the Board of Education Bylaw 0167. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy. Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.

The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

**O. ACTION ITEMS**

**I. PERSONNEL**

\*1. Motion to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Kerry Spanner	Accept	English Teacher	\$85,560.00	High School	3/31/20	3/31/20	Resignation
2	Megan Bublitz	Approve	Head Girls Lacrosse Coach	\$7,404.00	High School	1/29/20	End of Season	Tier 3, Step 3

<b>Code No.</b>	<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Terminated</b>	<b>Discussion</b>
3	Jennifer Cavo	Approve	Assistant Girls Lacrosse Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
4	Erica Russell Chesniak	Approve	Assistant Girls Lacrosse Coach	\$4,874.00	High School	1/29/20	End of Season	Tier 3, Step 2
5	Patrick Kablis	Approve	Head Boys Lacrosse Coach	\$8,720.00	High School	1/29/20	End of Season	Tier 3, Step 4
6	Robert Miller	Approve	Assistant Boys Lacrosse Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
7	Joseph Blackford	Approve	Head Baseball Coach	\$8,720.00	High School	1/29/20	End of Season	Tier 3, Step 4
8	Jeffrey Balas	Approve	Assistant Baseball Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
9	Joseph Bamford	Approve	Assistant Baseball Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
10	Michael Bloom	Approve	Head Baseball Coach	\$4,442.00	Middle School	1/29/20	End of Season	Tier 3, Step 3
11	Jodi Longo	Approve	Head Softball Coach	\$8,720.00	High School	1/29/20	End of Season	Tier 3, Step 4
12	Sarah Kaufman	Approve	Assistant Softball Coach	\$5,444.00	High School	1/29/20	End of Season	Tier 3, Step 3
13	Renee Smola	Approve	Assistant Softball Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
14	Craig Green	Approve	Head Softball Coach	\$5,432.00	Middle School	1/29/20	End of Season	Tier 3, Step 4
15	David Sbriscia	Approve	Head Golf Coach	\$4,769.00	High School	1/29/20	End of Season	Tier 4, Step 1
16	Kenneth Kurpat	Approve	Head Girls Track Coach	\$8,720.00	High School	1/29/20	End of Season	Tier 3, Step 4
17	Josephine Potter	Approve	Assistant Girls Track Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
18	Kimberly Kavcak	Approve	Head Girls Track Coach	\$5,432.00	Middle School	1/29/20	End of Season	Tier 3, Step 4
19	Paul Irzinski	Approve	Assistant Boys & Girls Track Coach	\$4,200.00	Middle School	1/29/20	End of Season	Tier 3, Step 4
20	Michael Howey	Approve	Head Boys Track Coach	\$8,720.00	High School	1/29/20	End of Season	Tier 3, Step 4
21	Robert Carroll	Approve	Assistant Boys Track Coach	\$6,883.00	High School	1/29/20	End of Season	Tier 3, Step 4
22	Zachary Fisher	Approve	Assistant Boys Track Coach	\$4,874.00	High School	1/29/20	End of Season	Tier 3, Step 2
23	Daniel Diveny	Approve	Head Boys Track Coach	\$5,432.00	Middle School	1/29/20	End of Season	Tier 3, Step 4
24	Julia Henning	Approve	Head Boys Tennis	\$7,217.00	High School	1/29/20	End of Season	Tier 4, Step 4

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
25	Daniel Montgomery	Approve	Assistant Boys Tennis Coach	\$3,601.00	High School	1/29/20	End of Season	Tier 4, Step 1
26	Marshall Cuomo	Approve	Spring Weight Room Advisor	\$2,000.00	High School	1/29/20	End of Season	N/A
27	Jason Graf	Approve	Pit Band Director Spring Musical	\$1,750.00	High School	1/29/20	End of Season	Shared position
28	Nicholas Rizzo	Approve	Pit Band Director Spring Musical	\$1,750.00	High School	1/29/20	End of Season	Shared position
29	Bonita Duryea	Approve	Nurse Spring Clearances	\$800.00	High School	1/29/20	End of Season	N/A
30	Michelle Gaffney	Approve	Nurse Spring Clearances	\$300.00	Middle School	1/29/20	End of Season	N/A
31	Maria Forsythe	Approve	Home Instructor	\$45.00/hour	Middle School	19-20 school year	6/30/20	N/A
32	Tammy Beehler	Approve	Substitute Security	\$16.00/hour	District	1/29/20	6/30/20	All paperwork complete & on file
33	Edward France	Approve	Substitute Teacher	\$90.00/day	District	1/29/20	6/30/20	Pending receipt of all required paperwork
34	Susan Blackford	Approve	Substitute Teacher	\$90.00/day	District	1/29/20	6/30/20	All paperwork complete and on file
35	Michael Collins	Approve	Substitute Teacher	\$90.00/day	District	1/29/20	6/30/20	All paperwork complete and on file
36	Matthew Beaman	Approve	Substitute Custodian	\$15.25/hour	District	1/29/20	6/30/20	Pending receipt of background check

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to approve the following observations/internships/volunteers:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Jason Graf	Internship	N/A	N/A	High School	1/29/20	Upon completion	Administrative Field Internship – 150 hours
2	Kaden Piccone	Observations	N/A	N/A	High School	1/29/20	Upon completion	Health & PE observations under the direction of Amanda Brown
3	Elizabeth Turello	Observations	N/A	N/A	High School	1/29/20	Upon completion	5 hours of teaching observations under the direction of Mr. Kavcak
4	Jennifer Chambers	Volunteer	N/A	N/A	Middle School	1/29/20	6/30/20	MS French Club

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

**II. EDUCATION AND POLICY**

\*1. Motion 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:

**8600 P & R Student Transportation**

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

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

MS – 19-20 – None

HS - 19-20 - 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	Hope Ranalli & Heather Garcia	Mindfulness Pop-Up Group to meditation room	½ day sub for one teacher	N/A
2	Christopher Kavcak	Project Graduation	Transportation	N/A
3	Jason Graf	Jazz Ensemble to perform	Transportation	Competition
4	David Sbriscia, Michael Arminio & Zachary Fisher	District Wrestling Tournament	Transportation + 2 substitutes	Competition
5	David Sbriscia & Zachary Fisher	Regional Wrestling Tournament	Transportation + 2 substitutes	Competition
6	David Sbriscia, Michael Arminio & Zachary Fisher	State Wrestling Tournament	Transportation + 2 substitutes	Competition
7	Jason Graf	Jazz Ensemble to perform	Transportation	Competition
8	Cheryl Yanoff, Nicole Bayer & Michele McGann	MD/AU Life Skills Classes for Community Based Instruction	Transportation + Admission	Curriculum
9	Mark Smith & Adam Slack	Essentials Carpentry Classes	Transportation + 2 substitutes	Curriculum
10	Emily Kablis	Student Council to local nursery school for community outreach	Substitute	N/A

(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	Christine Tyburczy	Annual Anti-Bullying Conference	Galloway, NJ	\$199.00 Registration, Lodging, Meals & Mileage	May 20 & 21, 2020
2	Sharon Fretz	Section 504 in New Jersey Workshop	Parsippany, NJ	\$219.99 Registration + Mileage	February 27, 2020
3	Michael Jones	Administrative Coverage	Orlando, FL	Flight, hotel & incidentals	February 5-10, 2020
4	Timothy Downs	2020 School Law Conference	Edison, NJ	\$99.00 Registration + Mileage	February 4, 2020
5	Geri McKelvey	Field Hockey coaching clinic	Atlantic City, NJ	\$200.00 Registration + Mileage	February 6 & 7, 2020

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

### III. BUDGET AND FINANCE

\*1. The Warren Hills Regional Board of Education approves the December, 2019 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, 2019; 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.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to approve the bill list for the period January 8, 2020 through January 28, 2020 in the amount of \$1,664,537.35.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*3. Motion to approve transfers in the amount of \$179,674.63 for the month of December, 2019.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*4. Motion to approve the Student Activities bill list for the period December 1, 2019 through December 31, 2019 in the amount of \$29,555.34.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*5. Motion to approve the Athletic bill list for the period December 1, 2019 through December 31, 2019 in the amount of \$39,309.47  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*6. Motion to approve the cafeteria bill list for the period October 1, 2019 through December 31, 2019 in the amount of \$198,036.61.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*7. Motion to rescind Resolution, III. Budget and Finance, #6 from January 7, 2020 agenda.  
Rescind: Student is an Oxford student  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*8. Motion to approve Home/Bedside Instruction Agreement with Saint Clare's Hospital for Student #2545827307, commencing January 7, 2020 until further notice, in the amount of \$55.00 per hour for a total of 5 hours per week.  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*9. Motion to approve the submission of Amendment 1 for the ESEA FY 19-20 Grant to increase grant to include 18-19 carryover.

Title I Part A	\$166,769
Title I Reallocated	\$ 11,622
Title I SIA	\$ 20,743
Title II Part A	\$ 57,319
Title III	\$ 3,089
Title IV Part A	\$ 20,000

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*10. Motion to approve the submission of Amendment 1 for the IDEA FY 19-20 Grant to increase grant to include 18-19 carryover.

IDEA BASIC \$397,287

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)



\*11. Motion to approve purchase of wireless access points for Warren Hills Regional Middle School from CDW-G through Co-Op #ESC NJ18/19-03 at a cost of \$40,450.00 (to upgrade end of life access points).

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*12. Motion to approve a contract with Princeton Hydro to provide the following:

Task 1 Dam Safety Communications	\$ 10,500
Task 2 Survey Base Mapping	\$ 2,000
Task 3 Wetland Delineation	\$ 3,500
Task 4 Site Investigation and Sediment Probing	\$ 5,500
Task 5 Sediment Sampling, Analysis & Management Plan	\$ 17,500
Task 6 Engineering Design	\$ 33,000
Task 7 Permitting	\$ 27,000
Task 8 Construction Management & Oversight	\$ 28,000
Task 9 Construction	\$245,870

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*13. Motion to approve a withdrawal from Capital Reserve for the Emergent Dam Removal Project in the amount of \$372,870.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*14. Motion to accept, with gratitude, a donation from Streaks Wrestling Club in the amount of \$4,213.22 for the purchase of 2 exercise bikes and 1 LAT pulldown machine for the wrestling department, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

**P. Public Comment**

**Q. Second Executive Session (If Necessary)**

**R. Adjournment \_\_\_\_\_ p.m.**

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

**\*Roll Call**