

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**March 13, 2018**

**6:30 p.m. – Executive Session**

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

A. Call to Order - Mrs. Lisa Marshall

B. Roll Call - Mrs. Estrella Molinet

Joseph Bodenschatz	Jennifer Knittel	Corey Piasecki
Christopher Cannavo	Lisa Marshall	Eric Walls
Christopher Hamler	Paula Merrill	Richard Young

C. 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.

D. 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

E. Motion to approve the Minutes of the February 20, 2018, Regular and Executive Session meetings.

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

F. Communications – Mrs. Estrella Molinet

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

- Student Reporters
- Jeremy Reich, New Jersey Institute of Technology– *Future Ready Schools Program*
- Christopher Kavcak, HS Principal – PLC Presentation

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.
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

Committee	Date	Discussion
Budget & Finance	March 12, 2018	By Chair: Mr. Young
Buildings & Grounds	No meeting held	By Chair: Mr. Hamler
Education & Policy	March 13, 2018	By Chair: Mrs. Marshall
Personnel	March 13, 2018	By Chair: Mrs. Knittel
Student Activities & Transportation	March 8, 2018	By Chair: Mrs. Merrill
Technology	February 27, 2018	By Chair: Mr. Young
Negotiations	March 5, 2018	By Chair: Mr. Young
Wall of Fame	monthly	By Chair: Mr. Walls

J. Old Business

1. Crosswalk buttons

K. New Business

L. Public Comment – concerning action items.

**M. ACTION ITEMS**

**I. PERSONNEL**

**\*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	47567094	Paternity Leave	English Teacher	High School	On or about 4/23/18	N/A	On or about 4/23/18	On or about 4/23/18	N/A	On or about 5/7/18	Split time
2	47567094	Paternity Leave	English Teacher	High School	1 <sup>st</sup> day of marking period 2	N/A	1 <sup>st</sup> day of marking period 2 for 2018-2019	1 <sup>st</sup> day of marking period 2 for 2018-2019	N/A	1 <sup>st</sup> day of marking period 3 for 2018-2019	Split time
3	52896644	Medical Leave	Custodian	Middle School	2/27/18	N/A	N/A	N/A	N/A	On or about 3/27/18	Unpaid leave

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

**\*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	Nancy Kling	Approve	Maternity Replacement Mathematics	\$52,112, prorated	High School	On or about 4/12/18	6/30/18	Replaces Employee #19308162
2	Robert Carroll	Rescind	Head Boys Track Coach	\$7,404	High School	3/14/18	3/14/18	Rescind Motion of 9/17/17
3	Robert Carroll	Approve	Assistant Boys Track Coach	\$6,883	High School	3/14/18	N/A	Tier 3, Step 4
4	Michael Howey	Rescind	Assistant Boys Track Coach	\$5,444	High School	3/14/18	3/14/18	Rescind Motion of 11/14/17
5	Michael Howey	Approve	Head Boys Track Coach	\$8,720	High School	3/14/18	N/A	Tier 3, Step 4
6	Joseph Duart	Approve	Security Personnel	\$16/hour	District	3/14/18	6/30/18	6:00-10:00 p.m. – paid by outside organizations
7	Andrew Oakley	Approve	Teacher Mentor	\$440, prorated	High School	3/23/18	6/30/18	Mentoring Stephanie Jacobs - English
8	Jamie Hall	Approve	Custodian	\$14.50/hour	High School	3/14/18	6/30/18	Part-time 2 hours per day
9	Richard Card	Approve	Substitute Teacher	\$85/day	District	3/14/18	6/30/18	All paperwork complete & on file
10	Zachary Fisher	Approve	Volunteer	N/A	District	3/14/18	6/30/18	Track Program – substitute teacher

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

## II. EDUCATION AND POLICY

\*1. Motion to approve a change in the 2017-2018 school year calendar to reflect Wednesday, April 4, 2018, as a regular school day.

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

\*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:

**7440 P** School District Security  
**5516.01 P** Student Tracking Devices  
**9242 P** Use of Electronic Signatures

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

\*3. Motion to approve the **second and final 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 R** High School Transcripts  
**7101 R** Educational Adequacy of Capital Projects  
**7425** Lead Testing of Water In Schools  
**8507** Breakfast Offer Versus Serve (OVS)

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

\*4. Motion to affirm the administrative decision regarding the following HIB cases:

MS – 17-18 – 012  
 HS - 17-18 – 011 & 012

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

\*5. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Margaret Devine	Horizons Debate Teams	Transportation	Competition
2	Deborah Rokosny & Laura Blackwell	Genocide classes & Human Rights Club to Human Rights Conference	Substitutes	\$5.00/student, Club pays transportation - Curricular
3	Jennifer Giamoni	HS Debate Team to Moot Court Competition	Transportation + Substitute	\$150/student - competition
4	Michael Perruso & Paul Irzinski	G&T Students to participate in a simulation mission to Mars.	N/A	Trip paid through Title IV funds
5	Margaret Devine & Kevin Horn	HS Young Writers to Dodge Poetry Conference	Transportation + Substitutes	Curricular

Code	Requested by:	Trip	Board of Education Cost	Discussion
6	Margaret Devine, Kevin Horn & Clifford Platt	MS & HS Horizons to Arts Symposium	Transportation + Substitutes	Curricular
7	Adam Slack & Ari Eisner	Robotics Competition	Transportation + Substitutes	Competition
8	Vittoria Busardo & Emily Kablis	Student Council	Transportation + Substitutes	Competition

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

\*6. Motion to approve the following travel and conference request:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Rebecca Philippe & Charlene Finn	Understanding IRS Payroll Regulations	New Brunswick, NJ	\$99. Registration each + Mileage	March 16, 2018
2	Keith Dennison	Practical Strategies for Building a Data-Savvy Culture	NJPISA, Monroe Twsp., NJ	\$149. Registration + Mileage	April 10, 2018 – PD Budgeted
3	Geri McKelvey	Legal Liability & Athletics	NJSIAA, Robbinsville, NJ	\$125. Registration + Mileage	March 23, 2018 – PD Budgeted

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

### III. BUDGET AND FINANCE

\*1. Motion to approve the purchase order list dated February 1, 2018 through February 28, 2018 in the amount of \$163,269.10.

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

\*2. Motion to approve an agreement with Innovative Therapy Group to provide bilingual evaluations for the remainder of the 2017-2018 school year, in the amount of \$600.00 per evaluation.

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

\*3. Motion to approve a Resolution for Participation in Joint Transportation Services with Sussex County Regional Transportation Cooperative for the 2018-2019 school year, including a 4% administration fee.

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

\*4. Motion to approve a Special Education Tuition Contract for Student #3899398609 with Somerset County Education Services Commission to attend Somerset Secondary Academy for the 2017/2018 school year, commencing February 27, 2018, in the amount of \$53,900.00, prorated.

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

\*5. Motion to approve an Agreement for Continuing Disclosure Agent Services and appointment as Independent Registered Municipal Advisor with Phoenix Advisors, LLC, for the 2018/2019 school year, in the amount of \$850.00, plus \$200.00 set up fee for each new bond issue.

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

N. Public Comment

O. Second Executive Session

**EXECUTIVE SESSION** (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) *Personnel Matters*

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P. Reconvene \_\_\_\_\_ p.m.

(Motion \_\_\_\_\_ Second \_\_\_\_\_)

Q. Adjourn \_\_\_\_\_ p.m.

**\*Roll Call**