

**Warren Hills Regional
Board of Education
Regular Meeting
March 21, 2017**

The Warren Hills Regional Board of Education met in Regular Meeting on March 21, 2017 at 6:30 p.m. in the Board Meeting Room.

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

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

Executive Session Moved by Paula Merrill 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 6:30 p.m.

Reconvene Moved by Patrick O'Malley and seconded by Jennifer Knittel to reconvene into open session at 7:03 p.m.

Ayes 7 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 by providing academic and co-curricular opportunities to become successful, productive members of the global community.

Pledge of Allegiance

Minutes Moved by Paula Merrill and seconded by Linda Feller to approve the Minutes of the Regular and Executive Session meetings of March 7, 2017 and Special Meeting of March 15, 2017.

Ayes 6 Nays 0
Abstain 1 (Havrisko as to 3/7/17)

Comm. Communications: None.

Public Public Comment: None.
Comment

Student Student Report – Student Representatives:
Report

Middle School:

Student Representatives Connor Ferris and Peter Duda:

- Family STEAM night will be held at the middle school on Wednesday, March 22, 2017 from 7-9 p.m. Families will have the opportunity to participate in varied STEAM activities including the new Literacy Café!
- On Thursday, March 23rd, students receiving the Pillar of Character Award will receive a breakfast for their accomplishments. Students who receive this recognition will be announced at the next board meeting.
- Mrs. Zamora will be presenting Merit Cards to recipients this week. The cards will provide students an opportunity to purchase items from the school store or gain free attendance to co-curricular activities.
- On Thursday, March 30th middle school Peer Leaders will take their Tobacco, Marijuana and Alcohol Awareness and Prevention Program to the 6th grade students at Memorial Elementary School. The Peer Leaders have been visiting the elementary sending district schools throughout the school year to promote this program.

High School:

Student Representative Nicole Smith

- President of our FFA organization, Brittany Smith, was recognized for her art work during the New Jersey 4H fair. In a separate FFA event, Kaitlin Bell received a 4th place prize during the horticulture program.
- The WH Robotics Team received the Judges' Award for design during their first tournament at Mount Olive High School. The team continues their tournament play at Seneca High School in South Jersey.
- The peer leaders hosted a successful pasta fundraiser on March 8th.
- Congratulations to the winter athletes who were recognized during the winter sports awards program.

Supt's
Report

Superintendent's Report: Earl C. Clymer III

- Linklt presentation on Monday, March 20th by Chad Marcus – very comprehensive data warehousing software that provides access to all student data to improve teaching and learning. Chris, Lee and Jeff participated in the presentation.
- Last evening 44 WHRHS students were inducted into the National Honor Society. Co-Advisors, Ms. Turner and Mr. Chiara created a wonderful atmosphere for the ceremony. Congratulations to our inductees and their families and thank you to Deanna Marie and Carmello for their efforts!
- The Warren Hills archery team captured the 2017 state title with a score of 3214! Warren Hills had the top male shooter in the state, Dylan Hourihan, with a 284! Warren Hills senior, Jackie Farkas, had the highest score in the high school division and the second highest in all divisions.
- Warren Hills Robotics, Team Impact 219, finished 7th out of 37 teams this past weekend at the Bridgewater High School Mid-Atlantic robotics competition. Team 219 lost in two close matches in the final round. Team 219's alliance scored the highest total of all matches played at the event.

Professional Learning Communities Presentation – Mr. Kavcak, Mr. Turkowski and Mr. Dennison.

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 March 13th and discussed the following:

- Enrollment
- IDEA funds
- Administration met with all departments

Education and Policy Committee met tonight. They discussed changing the policy at Athletic Department.

Wall of Fame met – they are looking for members.

Mr. Clymer recommended all personnel items.

I. PERSONNEL

Adjustments

Moved by Richard Young and seconded by Patrick O’Malley to approve/accept the following adjustments, stipends:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Elena McCormick	Homework Club/ Project Care	N/A	\$45/hour	Middle School	2/22/17	6/30/17	45 minute sessions, not to exceed budgeted amount
2	Nicole Clark	Home Instructor	N/A	\$41/hour	N/A	3/17/17	6/30/17	Art Teacher
3	Jeffrey Case	Home Instructor	N/A	\$41/hour	N/A	2/1/17	6/30/17	Biology Teacher

ROLL CALL VOTE: Ayes 7 Nays 0

Observations

Moved by Richard Young and seconded by Patrick O’Malley 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	Melanie Loth	College Observation	2 hours	N/A	High School	3/22/17	Upon Completion	At the request of Christopher Kavcak
2	Delroy Green	Volunteer Track Coach	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey

ROLL CALL VOTE: Ayes 7 Nays 0

Position Moved by Richard Young and seconded by Patrick O’Malley to create the position of Director of Human Resources and the attached job description for the 2017-2018 school year. [Attachment “A”]

ROLL CALL VOTE: Ayes 7 Nays 0

Goals Moved by Richard Young and seconded by Patrick O’Malley to approve the Superintendent of Schools’ 2016-2017 goals as attached.

ROLL CALL VOTE: Ayes 7 Nays 0

II. EDUCATION AND POLICY

Request was made by Mr. Young to have Board vote separately on 3.5 Travel and Conference resolution.

Policies Moved by Patrick O’Malley and seconded by Jennifer Knittel 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:

6330 Athletic Fund

ROLL CALL VOTE: Ayes 7 Nays 0

HIB Moved by Patrick O’Malley and seconded by Jennifer Knittel to acknowledge the administrative decision regarding the following HIB cases:

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

ROLL CALL VOTE: Ayes 7 Nays 0

Travel & Conference Moved by Patrick O’Malley and seconded by Jennifer Knittel to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Geri McKelvey	NJSIAA State Wrestling Championships	Atlantic City, NJ	Mileage, Accommodations & Incidentals	3/3 & 3/4/2017
2	Dawn Moore, Jeffrey Steele, McKenzie Laubach & Mary Kaye Bartek	“Link It – Lunch and Learn”	Morristown, NJ	Mileage	3/29/2017 – Pertaining to Grade 7 Math Action Plan
3	Lee Turkowski	Education Career Fair	William Paterson University	Mileage	3/10/2017
4	Alissa Kring	New Jersey Literacy Consortium	Kean University	\$145. Registration + Mileage	5/23/2017

ROLL CALL VOTE: Ayes 7 Nayes 0

Field Trip Moved by Patrick O’Malley and seconded by Jennifer Knittel to
Requests approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education cost	Discussion/Destination
1	Jennifer Giamoni & Timothy Downs	Debate Team to Princeton University Moot Court Competition	Transportation	\$150./student
2	Heather Heslin	MD Classes to YMCA for Water Safety	Transportation	Annette Walters paying \$10/student
3	Michael Perruso	Gifted & Talented Students to Clean Ocean Action’s 29 th Annual Spring Student Summit	Transportation	N/A
4	Michael Perruso & Margaret Devine	I/E Class to experience first-hand manufacturing	Transportation	\$10/student
5	Adam Slack & Ari Eisner	Project FIRST Robotics to Competition	Transportation	AAFTL

ROLL CALL VOTE: Ayes 7 Nayes 0

Travel & Moved by Linda Feller and seconded by Patrick O’Malley to
Conference approve the following travel and conference request:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
5	David Guth	School Safety Advocacy Council National School Safety Conference	Las Vegas, NV	\$450. Registration + Airfare, Accommodations & Incidentals	July 24-28, 2017

ROLL CALL VOTE: Ayes 3 Nayes 4

III. BUDGET AND FINANCE

Bills Moved by Paula Merrill and seconded by Patrick O’Malley to
approve the bill list for the period February 1, 2017 through February 28, 2017, including February payrolls, in the amount of \$4,986,596.85.

ROLL CALL VOTE: Ayes 7 Nayes 0
Abstain 1 (Young – Delta Dental only)

Interpreter Moved by Paula Merrill and seconded by Patrick O’Malley to
approve Christina M. DiCosmo, Sign Language Interpreter for the Deaf,
on an as needed basis at a fee of \$115.00 per hour.

ROLL CALL VOTE: Ayes 7 Nays 0

Instruction Moved by Paula Merrill and seconded by Patrick O’Malley to
Services approve Professional Education Services, Inc. to perform educational
instruction services for Student #3314035814, commencing March 13,

2017 and continuing until further notice, at the rate of \$41.00 per hour, not to exceed a total of 2 hours per day.

ROLL CALL VOTE: Ayes 7 Nayes 0

E-Rate Contract Moved by Paula Merrill and seconded by Patrick O’Malley to approve an Agreement with E-rate Partners, LLC for e-rate services for funding year 2017 (July 1, 2017 to June 30, 2018) in the amount of \$3,000.00.

ROLL CALL VOTE: Ayes 7 Nayes 0

Donation Moved by Paula Merrill and seconded by Patrick O’Malley to approve a Regrant from FIRST in the amount of \$3,000.00 for Project FIRST Robotics, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

ROLL CALL VOTE: Ayes 7 Nayes 0

Capital Project Moved by Paula Merrill and seconded by Patrick O’Malley to approve the attached Resolution authorizing the submission of Other Capital Project Documents [Trench Drain Reconstruction at Warren Hills Regional High School] to the Department of Education. [Attachment “B”]

ROLL CALL VOTE: Ayes 7 Nayes 0

NCLB Moved by Paula Merrill and seconded by Patrick O’Malley to approve submission of the amendment for the allocation of the ESEA – No Child Left Behind Consolidated Formula Sub-grant (NCLB) for the 2016-2017 School Year as follows:

Title I Part A	\$2,203
Title II Part A	\$2,104
Title III	<u>\$ -----</u>
Total	\$4,307

ROLL CALL VOTE: Ayes 7 Nayes 0

IDEA Grant Moved by Paula Merrill and seconded by Patrick O’Malley to approve the submission of the amendment for the IDEA Basic grant for the 2016-2017 School Year as follows:

Basic	\$5,090.00
Non Public Share	<u>\$4,192.00</u>
Total	\$9,282.00

ROLL CALL VOTE: Ayes 7 Nayes 0

Settlement
Agreement

Moved by Paula Merrill and seconded by Patrick O'Malley to approve a resolution to execute the Settlement Agreement and Release between the Warren Hills Regional Board of Education and Employee #33907825.

ROLL CALL VOTE: Ayes 7 Nayes 0

Resolution
General
Funds

Moved by Paula Merrill and seconded by Patrick O'Malley to approve the following resolution to raise an additional \$825,000.00 for general funds in the preliminary 2017-2018 school budget:

BE IT RESOLVED, By the Warren Hills Regional Board of Education, County of Warren, that there should be raised an additional \$825,000.00 for general funds in the same school year (2017-2018). These taxes will be used exclusively to maintain High School and Middle School athletics and co-curricular activity programs, field trips, technology infrastructure upgrades to support student technology in the classrooms, student laptops, classroom technology for students, part-time Art teacher to full time, professional development for district faculty and staff, LinkIt student data warehousing software to monitor student achievement and growth and ThoughtExchange community survey software. Approval of these taxes will result in a permanent increase in the tax levy. These proposed tax additional expenditures are in addition to those necessary to achieve the core curriculum content standards.

ROLL CALL VOTE: Ayes 7 Nayes 0

Public
Comment

Public Comment: None.

Adjournment

Moved by Linda Feller and seconded by Jennifer Knittel to adjourn at 8:08 p.m.

Ayes 7 Nayes 0

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

dmg