

**Warren Hills Regional  
Board of Education  
Regular Meeting  
March 24, 2015**

The Warren Hills Regional Board of Education met in Regular Meeting on March 24, 2015 at 7:00 p.m. in the Board Meeting Room.

Call to Order

The meeting was called to order by Richard Havrisko, 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, Richard Havrisko and Lisa Marshall. Also present were Thomas Altonjy and Maureen Joyce.

Minutes

Moved by Linda Feller and seconded by Lisa Marshall to approve the Minutes of the Regular and Executive Session meetings of March 10, 2015.

Ayes 8      Nays 0  
Abstain 1 (Golda)

Comm.

Communications: None.

Citizens Part

Citizens Participation: None.

Student Report

Student Report:

The student representatives reported on:

National Honor Society – Feed the Need  
Chipotle Fundraiser  
Mr. Warren Hills calendar  
Student Council Color Run on May 16<sup>th</sup>  
Roadside cleanup by project graduation  
Band and chorus concert  
Spring musical next month  
Peer – May 14<sup>th</sup> - So You Think You Can Dance  
Robotics  
Archery had a great season  
Key Club convention  
Junior Prom April 24<sup>th</sup>

Supt's  
Report

Superintendent's Report:

Dr. Altonjy reported on the following:

1. The **PARCC PBA administration** schedule at the high school was extended to Monday, 16 March, due to snow days and delayed openings during the first week of administration. The middle school PARCC PBA administration began on Tuesday, 17 March. The middle school testing schedule was also adjusted slightly due to inclement weather. Minor technical glitches have occurred but have been addressed with little difficulty. Students and staff have been flexible with the schedule adjustments and the overall implementation of PARCC testing so far has been a success!
2. The **master scheduling** process continues. All student requests have been entered into Infinite Campus for the 2015-2016 school year. The next phase of scheduling includes administrative meetings to review the Supervisors' proposals for each of their departments including which courses will run based on the number of requests, as well as teaching assignments based upon need and input from the teachers.
3. Warren Hills' **Archery Club** participated in the NASP (National Archery in Schools Program) State Archery Shoot. It was outstanding to look in the stands and see a lot of our students and staff members in the audience. The team set a new scoring record of 3301 out of 3600 points. Congratulations are in order for Ben Dupont with the high score for males at 289 out of 300 and the highest female score of 283 out of 300 by Jackie Farkas. This gives the team an automatic bid to the National Archery Tournament in Kentucky, the largest archery tournament in the world with over 10,000 young men and women competing over a four-day period. According to the State Coordinator for NASP, Melissa Woerner, "Warren Hills High School is a model school for NASP with a dedicated archery team that practices before school and during lunch. They also have hosted archery scrimmages with other schools and hope to expand these opportunities in the future. We hope other NASP schools can look to

them as an example of how to expand their NASP program and make connections to the community and surrounding schools."

4. The middle school **Talent Show** was held on 4 March, after being rescheduled due to snow and despite the rainy night, we had a great turnout! Over \$200.00 was collected to fund the MS "Helping Hands" fund! Our students performed brilliantly, showcasing a variety of talent – singing, dancing, piano/drums/harp performances and original poetry. This year, the show even included a comedy act led by Mrs. Amanda Best that also included the WHRMS "Synchronized Swim Team" consisting of: Mrs. McGuiness, Ms. McCormick, Mrs. Morgan, Mrs. Paulus, Mrs. Russo, and Mrs. Zamora! Middle School trivia kept the crowd entertained between acts and our Chorus Club and Jazz band members, led by Mrs. Russo, held a bake sale at intermission to help fund their "Music in the Park" trip. A huge "Thank you!" to all who came and supported our students and special thanks to Mrs. Voight who works so hard to bring the vision to life! She was assisted along the way by Ms. Gibbs, Mr. Garcia (program), Mr. Patricia (filming), and of course our wonderful custodial staff. It truly was a great night of MS/HS/Student/Parent collaboration that gave our students the opportunity to gain confidence by performing in front of a live audience.

5. On 10 March, under the guidance of their advisor, Mrs. Ranalli, six of the Warren Hills **Middle School Peer Leaders**, presented their experience with the "Above The Influence" program to a group of individuals through the Municipal Alliance who are being trained in how to implement the program for youth in their areas. The goal of this program is to "help teens stand up to negative pressures, or influences" (see: [www.abovetheinfluence.com](http://www.abovetheinfluence.com)). The Peer Leaders have been implementing this program in their after school club for the past two months with great success. The program consists of several different activities aimed at living above various types of negative influences. The students reported to the trainees that they felt this program was different from other drug and alcohol prevention programs in that it was practical and gave them confidence and real life experience in dealing with peer pressure that they can now share with others! The presentation was well received by all who attended and the Peer Leaders could not have done a better job!

6. Congratulations to the middle school's latest "**Staffully Spotlight**" winners, Mrs. DeHart – paraprofessional with our special needs students, and Mrs. Hoffman – mathematics teacher. To learn more about these two staff members, stop by the bulletin board in the MS hallway leading to the cafeteria!

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

- Congratulations to the 58 middle school students who were recognized recently for possessing the character trait of "caring"

during the month of February. Their pictures are posted on our bulletin board of fame for all to see!

- Work is now beginning on our annual orientation program for our in-coming 7<sup>th</sup> graders – the class of 2021!!

8. The **New Jersey Principals and Supervisors Association (NJPSA)** selected Mrs. Moore’s article “The Three R’s: Remembering, Reflecting, and Recapturing the Reason” to be featured in an upcoming publication in NJPSA’s 2015 *Educational Viewpoints*. The article describes her presentation from the opening of school on 28 August 2014. Also, she has been requested by NJPSA to present a workshop session at the annual NJPSA Convention, October 2015, related to the article’s topic. Congratulations, Dawn!

9. High School ELA & Social Studies Teacher, Mr. O’Neill, has been selected as a one of the 70 Local **2015 PBS LearningMedia Digital Innovators**. While hundreds of applications were received from highly qualified educators, Mr. O’Neill’s submission stood out above the rest and overwhelmingly demonstrated his passion for integrating digital media and technology in the classroom. The PBS LearningMedia Digital Innovators program is a yearlong, free professional program designed to foster and reward a community of highly engaged, tech-savvy K-12 educators who are effectively using digital media and technology in classrooms to further student engagement and achievement. Congratulations, Jesse!

10. Our **Film Design students** won from hundreds of film entries for their film, "Closure." Congratulations to Tim Connolly, Miles Tilley and Emily Handley who won Grand Prize in the Visionaries-Grades 10-12 category at the Montclair Film Festival's 2015 Kidz Shortz Competition. The students will attend the Kidz Shortz Screening on Saturday, 2 May at 11:30AM at the Bellevue Theater in Upper Montclair, NJ. Immediately following the screening, they are invited to attend the Stars on the Green after party along with other filmmakers throughout New Jersey.

11. **Athletic News:**

- Congratulations to bowlers Jenna Henderson and Brian Duke. Jenna received 2<sup>nd</sup> Team All State of New Jersey and Brian received 3<sup>rd</sup> team All State of New Jersey in “The Star Ledger” and “NJ.com”.
- The Boys Bowling Team finished the season with a record of 10-1 and was ranked 19<sup>th</sup> in the State of New Jersey in “The Star Ledger” and “NJ.com”. The Girls’ Bowling team finished the season with a record of 8-0 and was ranked 8<sup>th</sup> in the state of New Jersey by “The Star Ledger” and “NJ.com”.
- Congratulations to Head Women’s Swimming Coach Debbie Farrell for being recognized by “The Express Times” and “Lehigh

Valley Live” for her successful 25 years of coaching Swimming at Warren Hills. Among the swimmers she has coached in her career is Fay Peticari, the current Head Boys’ Swimming Coach who was named Coach of the Year by the “Express Times” and “Lehigh Valley Live”. The Boys’ Team finished with a dual meet record of 9-1.

- The Boys’ and Girls’ basketball teams recently completed successful seasons. The girls finished with a record of 15-10 while the boys finished with a record of 18-7 while advancing to the Hunterdon-Warren-Sussex Tournament Semi Finals.

12. As required twice a year, below are our figures for the **Electronic Violence and Vandalism Reporting System (EVVRS)**:

School	Category	Type	Number of Incidences				
			12-13	13-14	14-15 [Period 1]		
Middle School	Violence	Assault	0	0	0		
		Fight	0	0	0		
		HIB	17	8	8		
		Threat	1	0	0		
		<b>UNDUPLICATED TOTAL</b>	<b>18</b>	<b>8</b>	<b>8</b>		
	Vandalism	Damage to Property	0	0	0		
		Theft	0	0	0		
		Fire Alarm Offense	1	0	0		
		<b>UNDUPLICATED TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>		
			Weapon	Other Weapon Used in Offense	0	0	0
Possession of Other Weapon	0			0	0		
<b>UNDUPLICATED TOTAL</b>	<b>0</b>			<b>0</b>	<b>0</b>		
	Substance Abuse			Use confirmed	0	0	0
				Possession	0	0	0
		Distribution	0	0	0		
		<b>UNDUPLICATED TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		High School	Violence	Assault	7	4	2
Fight	9			2	2		
HIB	14			9	1		
Threat	2			2	0		
<b>UNDUPLICATED TOTAL</b>	<b>32</b>			<b>17</b>	<b>5</b>		
Vandalism	Damage to Property		3	0	2		
	Theft		0	4	0		
	Fire Alarm Offense		0	1	0		

		<b>UNDUPLICATED TOTAL</b>	<b>3</b>	<b>5</b>	<b>2</b>
	Weapon	Other Weapon Used in Offense	2	0	0
		Possession of Other Weapon	0	1	0
		<b>UNDUPLICATED TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>
	Substance Abuse	Use Confirmed	2	5	2
		Possession	3	2	3
		Distribution	1	0	0
		<b>UNDUPLICATED TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>

In total, the following summarizes the total unduplicated incidences:

Category	Middle School			High School		
	12-13	13-14	14-15 [Period 1]	12-13	13-14	14-15 [Period 1]
Violence	18	8	8	32	17	5
Vandalism	1	0	0	3	5	2
Weapon	0	0	0	0	1	0
Substance Abuse	0	0	0	4	5	5
<b>TOTAL</b>	<b>19</b>	<b>8</b>	<b>8</b>	<b>39</b>	<b>28</b>	<b>12</b>

13. Tonight I am joined by members of the Administrative Cabinet and our district supervisors to present our **proposed tentative 2015-2016 budget**. This has been a five month process with input from the staff, administrators, and the Board's Finance Committee.

Budget

Budget Presentation:

Dr. Altonjy, Mrs. Joyce and the school administrators reviewed the proposed 2015/2016 budget via a power point presentation.

Comm. Reports

Committee Reports:

Mrs. Golda reported that Finance met and a report was distributed to the Board.

Mrs. Halpin reported that Ed Council met.

Mr. Brundage reported on Student Activities Committee meeting:

- Club proposals
- Facility usage by outside organizations
- Concession stand use

Mrs. Marshall gave a legislative update.

- Forward Resolution on Superintendent's salary cap

Dr. Altonjy recommended all personnel items.

**I. PERSONNEL**

Retire N. Nelson                      Moved by John Bell and seconded by Kathleen Halpin to accept, with regret, the retirement of Mrs. Nancy Nelson, effective May 1, 2015.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Retire B. Grimm                      Moved by John Bell and seconded by Kathleen Halpin to accept, with regret, the retirement of Mrs. Barbara Grimm, effective July 1, 2015.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Leave of Absence                      Moved by John Bell and seconded by Kathleen Halpin to approve an extension of a Child Care Leave of Absence, without pay, through the end of this school year for Mrs. Ingrid Garofalo.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Extend Employment                      Moved by John Bell and seconded by Kathleen Halpin to approve an extension of employment for Mrs. Lyandra Ross as a high school leave replacement Social Studies teacher through June 19, 2015.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Leave of Absence                      Moved by John Bell and seconded by Kathleen Halpin to approve an unpaid leave of absence for Mrs. Emily Kablis, effective May 4, 2015 through June 5, 2015, after utilizing any remaining sick and personal days.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Employ J. Horber                      Moved by John Bell and seconded by Kathleen Halpin to approve employment of Ms. Janine Horber as a leave replacement English teacher at the high school at a per diem rate of \$253.59, effective April 30, 2015 through June 8, 2015.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Student Observation                      Moved by John Bell and seconded by Kathleen Halpin to approve East Stroudsburg University student, Fred Jennings, to complete 6 hours of observations, under the direction of Mr. Earl Clymer, Principal, for the 2015 spring semester.

ROLL CALL VOTE:                      Ayes 9                      Nayes 0

Student Observation Moved by John Bell and seconded by Kathleen Halpin to approve Ramapo College student, Paola Bernedo-Sturla, to complete 4 hours of observations, under the direction of Mr. Earl Clymer at the HS and Mrs. Hetrick at the MS, for the 2015 spring semester.

ROLL CALL VOTE: Ayes 9 Nays 0

Substitute Resource Moved by John Bell and seconded by Kathleen Halpin to approve employment of Mr. James McLaughlin and Mr. Seth Bittner as substitute School Resource personnel.

ROLL CALL VOTE: Ayes 9 Nays 0

Parent Volunteer Moved by John Bell and seconded by Kathleen Halpin to approve Ms. Germa Riano as a middle school parent volunteer.

ROLL CALL VOTE: Ayes 9 Nays 0

**II. EDUCATION AND POLICY**

Policies Moved by Lisa Marshall and seconded by John Bell 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:

- 0134** Board Self Evaluation
- 0152** Board Officers
- 1260** Incapacity of Superintendent
- 1320** Duties of School Business Administrator/Board Secretary
- 1331** Evaluation of the Board Secretary
- 1350** Incapacity of School Business Administrator

ROLL CALL VOTE: Ayes 9 Nays 0

HIB Case Moved by Lisa Marshall and seconded by John Bell to affirm the administrative decisions regarding the following HIB cases:

MS-14-15 – 014-015

ROLL CALL VOTE: Ayes 9 Nays 0

Travel & Conference Moved by Lisa Marshall and seconded by John Bell to approve the following Travel and Conference Requests:

NAME	TITLE	LOCATION	COST
Maureen Joyce	NJASBO Annual Conference	Atlantic City, NJ	\$150. Registration + hotel/meals/mileage



ROLL CALL VOTE:           Ayes 9           Nayes 0

Field Trip  
Requests

Moved by Lisa Marshall and seconded by John Bell to approve the following Field Trip Requests:

<b>Requested by:</b>	<b>Trip</b>	<b>Location</b>
Cedric Hickerson	DECA Students to DECA Nationals	Orlando, Florida
Amanda Nicol	Women in Computer Science	University of Pennsylvania, Philadelphia, PA
Debbie Rokosny	Genocide & Human Rights Classes for Holocaust & Genocide Studies	Drew University

ROLL CALL VOTE:           Ayes 9           Nayes 0

### III. BUDGET AND FINANCE

Financial  
Reports

Moved by Donna Golda and seconded by Kristin Fox to approve the January, 2015 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 January, 2015; 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 9           Nayes 0

Financial  
Reports

Moved by Donna Golda and seconded by Kristin Fox to approve the February, 2015 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 February, 2015; 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 9           Nayes 0

Transfers                    Moved by Donna Golda and seconded by Kristin Fox to approve transfers.

ROLL CALL VOTE:           Ayes 9           Nayes 0

Bills                         Moved by Donna Golda and seconded by Kristin Fox to approve the regular lists of bills.

ROLL CALL VOTE:           Ayes 9           Nayes 0

Student Activities         Moved by Donna Golda and seconded by Kristin Fox to approve Student Activity transactions for the month of February, 2015.

ROLL CALL VOTE:           Ayes 9           Nayes 0

Budget                      Moved by Donna Golda and seconded by Kristin Fox to approve submittal of the preliminary tentative 2015/2016 budget to the Executive County Superintendent for advertising and compliance review with QSAC and Core Content Standards as follows:

	Budget	Local Tax Levy
General Fund	\$35,004,587	\$19,800,498
Special Revenue	\$ 495,000	
Debt Service	<u>\$ 2,143,509</u>	
Total Base Budget	\$37,643,096	

ROLL CALL VOTE:           Ayes 9           Nayes 0

WCSSSD Aide                Moved by Donna Golda and seconded by Kristin Fox to approve a Memorandum of Agreement for one additional full-time aide with Warren County Special Services School District for the period March 1, 2015 through June 30, 2015 at the rate of \$3,675. per month.

ROLL CALL VOTE:           Ayes 9           Nayes 0

Donation Moved by Donna Golda and seconded by Kristin Fox to accept a donation of \$5,500.00 from Warren Hills Sports Association for the purchase of high school weight room equipment.

ROLL CALL VOTE: Ayes 9 Nays 0

Citizens Citizens Participation:  
Part.

There were a few questions/comments from the audience regarding the new PARCC prep course.

Juanita Smith, President of the Marching Band Boosters, regarding football concession stand and request to continue to operate it for all football games, not to share with the other organizations. She also distributed a letter to the Board.

Executive Moved by John Bell and seconded by Daniel Brundage to go  
Session into Executive Session as indicated by item **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 9 Nays 0

The Board entered into Executive Session at 8:27 p.m.

Reconvene                    Moved by Lisa Marshall and seconded by Kristin Fox to reconvene into open session at 9:04 p.m.

Ayes 9            Nays 0

Adjournment                Moved by Christopher Hamler and seconded by John Bell to adjourn at 9:10 p.m.

Ayes 9            Nays 0

Maureen Joyce  
Business Administrator/Bd. Sec'y.

dmg