

**Warren Hills Regional
Board of Education
Regular Meeting
March 7, 2017**

The Warren Hills Regional Board of Education met in Regular Meeting on March 7, 2017 at 6:30 p.m. in the Board Meeting Room.

Call to Order The meeting was called to order by Lisa Marshall, President

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

Executive Session Moved by Kathleen Halpin and seconded by Paula Merrill 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 8 Nayes 0

The Board entered into Executive Session at 6:33 p.m.

Reconvene Moved by Jennifer Knittel and seconded by Patrick O'Malley to reconvene into open session at 7:05 p.m.

Ayes 8 Nayes 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 Patrick O’Malley to approve the Minutes of the Regular and Executive Session meetings of February 21, 2017.

Ayes 7 Nays 0
Abstain 1 (Feller)

Comm. Communications: None.

Public Public Comment: None.
Comment

Student Student Report – Student Representatives:
Report

Middle School:

Student Representative Sean Cleary – 8th Grade

- Student Council is sponsoring a Music Request activity every Friday during lunch. MS students can request their favorite song to be played during lunch. Students whose requests are selected are entered to win a \$25 gift card.
- The National Junior Honor Society collected 203 gifts for the Rolling Thunder organization.
- The MS International Festival was held on March 3rd and was a great success.
- The MS Winter Sports Award program was held on March 7th.
- On March 9th, the MS Peer Leaders will be going to Mansfield Elementary School.

High School:

Student Representatives –

- Maria Martucci
- Milena Sudarikov
- Allison Weissman
- Allyson Schmieder

- The SAVE club has conducted several clean-up activities during the fall and winter.
- The SAVE and FFA have been working collaboratively to discuss *Green* ideas and how both clubs can benefit from collaborative efforts.
- The SAVE and HOTT clubs bagged groceries at Shop-Rite in an effort to raise funds for a water bottle filling station that was installed at the HS.
- Some of the other activities the SAVE club has been involved with are:
 - NJ watershed ambassadors
 - Poster contest
 - Preserving clean space with the Washington Green organization

Presentation The FFA celebrated FFA week with a culminating activity, being a Board resolution recognizing the Smith-Hughes Act. This act brought attention and organization to the benefits of agriculture in our communities and for our country. The resolution was read by FFA members Brittany Smith, Beth Whelan and Board of Education President, Mrs. Marshall. FFA Advisor Amy Kline was present for the presentation.

Supt's Report Superintendent's Report: Earl C. Clymer, III

District News and Information:

Professional Learning Communities [PLC] trip to Arizona. A presentation will be made to the Board on March 21st.

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 February 27, 2017. They discussed receiving their preliminary budget books.

Education and Policy met tonight and discussed the following:

- Working on VeGo policy
- How gate receipts are deposited
- Next meeting on March 21st

Personnel Committee met on March 1, 2017 and discussed Rice Notice policy.

Wall of Fame meets on Monday, March 13th.

Old Business None.

New Business None.

Mr. Clymer recommended all personnel items.

I. PERSONNEL

Appoint- Moved by Kathleen Halpin and seconded by Linda Feller to
ments approve/accept the following appointments/adjustments/resignations/
retirements:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Cynthia Wiseburn	Approve	Maternity Replacement Special Education	\$259.02/diem	Middle School	3/8/17	5/19/17	Replaces 52990488
2	Guy Collina, Jr.	Approve	Substitute Teacher	\$85/day	District	3/8/17	6/30/17	All paperwork complete and on file
3	Stephanie Mathews	Approve	Substitute Custodian	\$14/hour	District	3/8/17	6/30/17	All paperwork complete and on file

ROLL CALL VOTE: Ayes 8 Nays 0

Stipends Moved by Kathleen Halpin and seconded by Linda Feller to
approve the following adjustments, stipends:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Bonita Duryea	School Nurse	24.75 hours	\$45/hour	High School	11/1/16	1/31/17	Athletic clearances and screenings
2	Michelle Gaffney	School Nurse	5.25 hours	\$45/hour	Middle School	12/7/16	2/10/17	Athletic clearances and screenings

ROLL CALL VOTE: Ayes 8 Nays 0

Internship/ Observation Moved by Kathleen Halpin and seconded by Linda Feller 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	Liam Laffan	Volunteer Robotics	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey
2	Scott Mosher	Volunteer Robotics	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey
3	Eric Fitzsimmons	Volunteer Robotics	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey
4	Vittoria Busardo	Volunteer Softball Coach	N/A	N/A	High School	Start of Season	End of Season	At the request of Geri McKelvey
5	Zackary Blackwood	Volunteer Track Coach	N/A	N/A	Middle School	Start of Season	End of Season	At the request of Geri McKelvey

ROLL CALL VOTE: Ayes 8 Nays 0

II. EDUCATION AND POLICY

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

MS – 16-17 – None
HS – 16-17 – 005

ROLL CALL VOTE: Ayes 8 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	Catherine O'Neal	NJACAC 2017 Conference	Long Branch, NJ	\$225. Registration, Mileage, Accommodations & Incidentals	May 21-23, 2017
2	Joanne Huffman	NJACAC 2017 Conference	Long Branch, NJ	\$225. Registration, Mileage, Accommodations & Incidentals	May 21-23, 2017
3	Susan Rader, Josephine Potter, Kimberly Eilenberger & Amanda Brown	Mean Girls Seminar	King of Prussia, PA	\$124. Registration each + Mileage	March 21, 2017
4	Timothy Zavacki	Chair Building Workshop	Bethlehem, PA	\$360. Registration + Mileage	4/24-26/2017 & 5/1-3/2017 & 5/8, 5/15 & 5/22/2017
5	Theresa Chapman & Marleen O'Connor	Biology Testing Training	Parsippany, NJ	\$360. Registration + Mileage	March 13, 2017
6	Timothy Downs & Nicholas Remondelli	County Alternative Discipline – JDAI Training	Hackettstown High School	N/A	March 16 & 17, 2017

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
7	Timothy Downs	Opiate Awareness Training	Manchester, NJ	Mileage	March 30, 2017
8	LeeAnn Kubbishun	NJASK Training	Parsippany, NJ	Mileage	March 13, 2017
9	Margaret Devine	NJ Association for Gifted Children Conference	Mercer County Community College	\$159. Registration + Mileage	March 17, 2017
10	Margaret Devine	Warren County Consortium for Student Enrichment	Oxford Elementary School	N/A	June 7, 2017
11	Annette Walters	SEMI Spring Regional Meeting	Paterson, NJ	Mileage	March 20, 2017
12	Annette Walters	NJPSA Legislative Conference	Monroe Twsp., NJ	Mileage	March 17, 2017

ROLL CALL VOTE: Ayes 8 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	Peer Leadership to Teen Summit	Transportation	AAFTL - \$5/student cost
2	Cynthia Bamford	Key Club to Annual Convention	N/A	\$290/student cost
3	Margaret Devine & Kevin Horn	HS Horizons WHAT Team to cross country tournament	Transportation	AAFTL

ROLL CALL VOTE: Ayes 8 Nayes 0

III. BUDGET AND FINANCE

Therapy Moved by Christopher Hamler and seconded by Linda Feller to
Services approve a Related Services Contract with Morris-Union Jointure
Commission for Student 32-17 [SID #2612772623] for physical therapy
services for the remainder of the 2016-2017 school year for one 30-minute
session weekly at the rate of \$265.00 per hour.

ROLL CALL VOTE: Ayes 8 Nayes 0

Coordinated Moved by Christopher Hamler and seconded by Linda Feller to
Transport- approve a Resolution for Participation in Coordinated Transportation
ation with Warren County Special Services School District for the 2017-2018
school year, including a 4% administration fee.

ROLL CALL VOTE: Ayes 8 Nayes 0

Family Moved by Christopher Hamler and seconded by Linda Feller to
Guidance approve a Memorandum of Understanding between the Family Guidance
Center of Warren County and the Warren Hills Regional School District
for fee-for-service Psychiatric Evaluations at a cost of \$500 per
evaluation.

ROLL CALL VOTE: Ayes 8 Nays 0

Homeless Program Moved by Christopher Hamler and seconded by Linda Feller to approve an Agreement with Bergen County Technical Schools/Special Services regarding the Stewart B. McKinney-Vento Act for the education of Homeless Children and Youth Program. At the conclusion of the program, WHR will receive a payment of \$1,200.00.

ROLL CALL VOTE: Ayes 8 Nays 0

Home Instruction Moved by Christopher Hamler and seconded by Linda Feller to Saint Clare’s Hospital to provide home/bedside instruction services for Student #2018235, commencing February 24, 2017, and continuing until further notice, at the rate of \$55.00 per hour, not to exceed a total of 1 hour per day.

ROLL CALL VOTE: Ayes 8 Nays 0

Capital Projects Moved by Christopher Hamler and seconded by Linda Feller to approve the following Resolution for transfer of funds from Capital Reserve Account to Budget Line Items for Capital Projects:

WHEREAS, pursuant to N.J.A.C. 6A:23A-4.1, the Warren Hills Regional Board of Education may withdraw funds from its Capital Reserve Account and transfer same to budget line items in the capital outlay major account/fund to fund necessary capital projects included in the Board’s Long Range Facilities Plan; and

WHEREAS, based on the advice of the Board’s administration, the Board of Education deems it to be in the best interest of the District to withdraw and transfer funds in the total amount of \$1,093,948.00 from its Capital Reserve Account to the appropriate budget line items to fund the capital projects listed below; this account is comprised of: Capital Reserve Balance of \$623,505 and the SDA Grant refunded on February 23, 2017 in the amount of \$470,443. The outstanding balance for the project will be financed through a 5 year ground lease brokered by HCESC.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the immediate transfer of funds from the District’s Capital Reserve Account to the following line items in the capital outlay major account/fund in the following amount:

ACCOUNT #	PROJECT	AMOUNT BUDGETED
12-000-400-450-0000-06	Project Excel Building Renovation	\$3,000,000

ROLL CALL VOTE: Ayes 8 Nays 0

Rescind Resolution Moved by Christopher Hamler and seconded by Linda Feller to rescind the resolution from September 20, 2016 to approve the purchase of the Lockdown and Emergency Notification System (LENS) through a shared service agreement with Sterling High School District “DBA” SJTP in the amount of \$295,649. Sterling High School is no longer doing this particular shared service.

ROLL CALL VOTE: Ayes 8 Naves 0

Lockdown System Moved by Christopher Hamler and seconded by Linda Feller to approve the purchase of the Lockdown and Emergency notification system through PEPPM a Technology Bidding and Purchasing Program. PEPPM is a member of the National Cooperative & Purchasing System and through WISCA-NASPO under the NJ State Contract #87720 in the amount of \$271,250.

ROLL CALL VOTE: Ayes 8 Naves 0

Certified Tuition Moved by Christopher Hamler and seconded by Linda Feller to approve the Certified Tuition Rates for 2015-2016 per pupil costs.

Grades 6-8	\$14,778
Grades 9-12	\$14,616
LLD	\$24,580
Behavioral Disab	\$55,700
Multiply Disab	\$32,688

ROLL CALL VOTE: Ayes 8 Naves 0

Public Comment Public Comment: None.

Executive Session Moved by Kathleen Halpin and seconded by Paula Merrill to go into Executive Session as indicated below:

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BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Ayes 8 Nays 0

The Board entered into Executive Session at 8:25 p.m.

Reconvene Moved by Kathleen Halpin and seconded by Christopher Hamler to reconvene into open session at 9:07 p.m.

Ayes 8 Nays 0

Adjournment Moved by Jennifer Knittel and seconded by Paula Merrill to adjourn at 9:25 p.m.

Ayes 8 Nays 0

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

dmg