

WARREN HILLS REGIONAL BOARD OF EDUCATION

MEETING

March 4, 2014

7:00 p.m.

A. Call to order - Mrs. Donna Golda

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

B. Roll Call - Ms. Maureen Joyce

John Bell	Kristin Fox	Lisa Marshall
Daniel Brundage	Kathleen Halpin	Donna Sbriscia
Linda Feller	Richard Havrisko	Donna Golda

C. Minutes of the previous Regular and Executive Session meetings- Ms. Maureen Joyce
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

D. Communications - Ms. Joyce

E. Citizens Participation – concerning action items.

F. Superintendent's Report - Dr. Thomas J. Altonjy

G. Committee Reports

H. Action Items:

I. Personnel

*1. Motion to approve employment of Mr. Adam Slack as an Industrial Arts teacher for the 2013-2014 school year on Step G-7, B+15, with an annual salary of \$57,318, prorated, effective as soon as practical.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*2. Motion to approve a maternity disability leave for Mrs. Meghan McGeehan, effective May 27, 2014 through June 30, 2014. Meghan plans to return to WHR for the 2014-2015 school year.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*3. Motion to approve a change in the maternity disability leave for Mrs. Kim Kavcak effective 3/10/14 through 4/15/14 and a Family Leave of Absence, without pay, for the period 4/16/14 through 5/30/2014. Kim plans to return to WHR on June 2, 2014.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*4. Motion to approve a change in employment for Ms. Lyandra Ross, maternity replacement middle school Social Studies teacher [K. Kavcak] to reflect, Monday, March 10, 2014 as the official start date through May 30, 2014.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve a change in softball coaching positions to reflect Renee Smola as middle school coach and Nicole Cruts as junior varsity assistant coach with the following change in salaries:

Nicole Cruts	Step 1	\$4,218
Renee Smola	Step 4	\$4,835 + \$600 longevity

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*6. Motion to approve employment of Mr. Rob Cacchio as a weight room co-advisor for the spring season with a stipend of \$1,375.00.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*7. Motion to approve a \$1,300 travel stipend for Ms. Lourdes Garcia for the first semester of the 2013-2014 school year, per WHREA contract.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*8. Motion to approve Mr. Jeff Walters as a volunteer baseball coach for the 2013-2014 spring season.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

II. Education and Policy

*1. Motion to approve the second and final reading of the following new and revised selected policies for inclusion in the district's policy manual, as endorsed by the superintendent and Education and Policy Committee:

- 2415.05 Pupil Surveys, Analysis and/or Evaluations
 - 2417 Pupil Intervention and Referral Services
 - 2431.3 Practice and Pre-Season Heat-Acclimation for Interscholastic Athletics
 - 2431.31 Summer Athletic Activities
 - 2435 NJSIAA Random Testing for Interscholastic Athletics
 - 2481 Home or Out-of-School Instruction for General Education Pupils + Regs
 - 2700 Services to Nonpublic School Pupils
 - 3130 Assignment and Transfer
 - 3134 Assignment of Additional Duties
 - 3150 Discipline
 - 3152 Withholding an Increment
 - 3211 Attendance + Regulations [formerly 3212]
 - 3215 Code of Ethics [formerly 3211]
 - 3250 Hours and Days of Work
 - 3340 Grievance
 - 3425.1 Modified Duty Early Return to Work Program – Teaching Staff Members + Regs
- (Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*2. Motion to approve the first reading of the following new and revised selected policies for inclusion in the district's policy manual, as endorsed by the superintendent and Education and Policy Committee:

- 3160 Physical Examination
- 4123 Probationary Period
- 4130 Assignment and Transfer
- 4150 Discipline
- 4152 Freezing or Reducing Wages
- 4160 Physical Examination
- 4211 Attendance
- 4215 Code of Ethics
- 4340 Grievance

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*3. Motion to affirm the administrative decision regarding the following HIB cases for the 2013-2014 school year:

MS -13-14 - 011
HS - 13-14 - 014-017

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***4. Motion to approve the following Field Trip Requests:**

Requested by:	Trip	Location
Shannon McDowell	AU/MD classes – Community Based Instruction	Callies’s Candy & Pretzel Shop & Wendy’s - Cresco, PA & Mt. Pocono, PA
Richard Patricia	Film Design I, II & III classes to film workshops & award ceremony	Jackson, NJ
Maggie Devine	Horizons to Warren/Hunterdon Academic Meet [WHAM]	North Hunterdon High School
Maggie Devine	Horizons to Environmental Student Summit	Gateway National Recreation Area – Sandy Hook, NJ
Jessica Rader	LD Classes - social skills & team building, character development	Camp Mohican, Blairstown, NJ
Cynthia Laws	National Honor Society to assist with Special Olympics	Fairleigh Dickinson University
Debbie Rokosny	Genocide Class to Human Rights Conference	Kean University
Cynthia Bamford	Key Club District Convention	Long Branch, NJ

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***5. Motion to accept the Vandalism & Violence Report for the first reporting period of the 2013-2014 school year, as reported by the superintendent.**

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***6. Motion to approve East Stroudsburg University student, Fred Jennings, to complete his 15 hour public school observation requirement, under the direction of Mr. Earl Clymer, for the period March 17-21, 2014.**

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***7. Motion to approve Warren County Community College student, Chris Daconzo, to complete his 15 hour public school observation requirement, under the direction of Mr. Earl Clymer, during the spring semester.**

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***8. Motion to approve the revised Nursing Services Plan for submission to the Warren County Department of Education.**

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

III. Budget and Finance

*1. Motion to approve the NCLB Title I Audit Corrective Action Plan for the Fiscal Year 11-12, based on the findings presented and discussed. [attached]

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

I. Citizens Participation

J. Executive Session – as indicated by item a. 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 items (s) which fall 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.

K. Reconvene

L. Adjournment

***Roll Call**

CORRECTIVE ACTION PLAN

NAME OF SCHOOL: Warren Hills Middle School

COUNTY: Warren

TYPE OF AUDIT : NCLB Title I Audit--Fiscal Year 11-12

DATE OF BOARD MEETING: March 4, 2014

CONTACT PERSON: Dr. Thomas J. Altonjy

TELEPHONE NUMBER: 908-689-3143

RECOMMENDATION NUMBER	CORRECTIVE ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Finding 1	03-04-14	The LEA has ensured that Title I program expenditures supplement, not supplant, state and local funds.	Maureen Joyce, Business Administrator, Dawn A. Moore, Director of Curriculum and Instruction	Completed
Finding 2	03-04-14	The district has implemented procedures to ensure program costs are charged to the appropriate grant year.	Maureen Joyce, Business Administrator, Dawn A. Moore, Director of Curriculum and Instruction	Completed
Finding 3	03-04-14	The LEA has ensured that expenditures chargeable to the Title I program are not obligated prior to the start of a grant period.	Maureen Joyce, Business Administrator, Dawn A. Moore, Director of Curriculum and Instruction	Completed

Finding 4

03-04-14

The LEA's accounting procedures have been modified to charge all program salary expenditures as incurred to the appropriate special revenue fund in accordance with GAAP Technical Systems Manual.

Maureen Joyce,
Business Administrator

Completed

Finding 5

03-04-14

The LEA has ensured that all Title I appointments, including their salaries, and funding percentages are recorded in the board of education meeting minutes documenting proper authorization of these expenditures.

Maureen Joyce,
Business Administrator;
Dawn A. Moore,
Director of Curriculum
and Instruction

Completed