

**Warren Hills Regional  
Board of Education  
Regular Meeting  
May 23, 2017**

The Warren Hills Regional Board of Education met in Regular Meeting on May 23, 2017 at 6:35 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, Richard Havrisko, Jennifer Knittel, Lisa Marshall, Paula Merrill, and Richard Young. Christopher Hamler was absent. Also present were Earl Clymer, Estrella Molinet and Dennis Mack.

Executive Session                Moved by Kathleen Halpin 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. Action may be taken.

Ayes 7                      Nays 0

The Board entered into Executive Session at 6:35 p.m.

Reconvene                        Moved by Richard Havrisko and seconded by Kathleen Halpin to reconvene into open session at 7:00 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 Jennifer Knittel to approve the Minutes of the Regular and Executive Session meetings of May 9, 2017.

Ayes 5            Nays 0  
Abstain 2 (Feller and Havrisko)

Comm.                    Communications:    None.

Public                    Public Comment:    None.  
Comment

Student                    Student Report – Student Representatives:  
Report

**Middle School:**

Student Representative Meghan Dufner and Eniola Ajayi:

- The Middle School Spring Concert was held on May 18<sup>th</sup>.
- The 8<sup>th</sup> grade students participated in the Math/Science day at Dorney Park on May 19<sup>th</sup>.
- The 7<sup>th</sup> grade students participated in Field Day on May 19<sup>th</sup>.
- Mr. Turkowski and some 7<sup>th</sup> grade students have been making visits to the elementary schools as part of the transition program for 6<sup>th</sup> grade students coming to the middle school.
- Middle School Peer Leaders, under the direction of Mrs. Tyburczy, are facilitating the “Kindness for Kristopher Program.” This program is designed for students to “do something thoughtful for someone else” on the 24<sup>th</sup> of each month.
- Mrs. Tyburczy, Middle School SAC, is planning a Drug and Alcohol Prevention/Awareness Day for middle school students.

**High School:**

Student Representatives – reported by Mr. Clymer

- Congratulations to Hunter Smith who was honored by the Washington Rotary for his hard work in the classroom and his dedication to his community. We would like to thank the Washington Rotary for their commitment to celebrating the successes of our students.
- We celebrated Teacher’s Appreciation Week during the week of May 9<sup>th</sup>. We would like to thank all of our teachers and support staff for all they do to support our students and the positive impact they have on our community.
- Our boys’ and girls’ track team are continuing their success as they enter the final leg of their season. Lexi Westley continues to set school records in the 1600m and Brian Spolarich also set a school record for the 1600m. James Jordan placed third in the 100m at the Hunterdon Warren Sussex Meet.
- Our FFA created and sold beautiful Mother’s Day arrangements. This allows our students to apply the concepts they learn in the classroom and see how their work is appreciated by the community.
- The Freddy nominations are in and Warren Hills’ performance of “Fiddler on the Roof” received 4 nominations:
  - Cody Jackson for Outstanding Performance by an Actor in a Supporting Role
  - Kristen Ahmen for Outstanding Feature Performance for an Actress
  - “Prologue-Traditions” – Full Cast Outstanding for Full Production Number
  - Jake Jackson for Outstanding Performance by an Actor in a Leading Role
- AP Gov voter registration drive.
- Congratulations to our Concert Band for an outstanding performance at their spring show. We thank our seniors for their commitment to the program and all the leadership they have shown over the past 4 years.
- Our Archery Team had the opportunity to compete in the national competition last week. This was a great experience for our archers.
- Many of our students continue to give back to our community. Glamour Girls Club continues to donate their time to work with elderly people in the community. On May 13<sup>th</sup>, the girls sang pop songs and worked with older ladies at a local elderly home. Our band put on a benefit concert to support their team's donation to The American Cancer Association in the NHS's Relay for Life. Lastly, our students donate time to Hope in the Hills of Warren to help clean up yards and homes in the community. These are just highlights of how our Streaks give back.
- Relay for Life.
- Congrats to Lexi Fulper of our softball team who was honored at our Senior Day. We thank her for her dedication and commitment to our program! To help make this a memorable year for her, she

broke the record for the number of stolen bases in a season, a record that had been held by our very own Mrs. Kerr. Also congratulations to Ms. Ferenci, who was honored by our softball team for her years of service and dedication to Warren Hills. She will be missed.

- Thank you for your continued support of our school and our programs!

Supt's  
Report

Superintendent's Report: Earl C. Clymer III

**District News and Information:**

NJASK and end of year biology testing will take place next week in the Middle School and High School, respectively.

**NJSIAA Spring Conference:**

Keynotes:

Eric LeGrand – Rutgers Football Player  
Steve Constantino – Family Engagement  
Ray McNulty – School/Community Outreach

**Break-out Sessions**

“Twists and Turns in Tenure Matters” - John Geppert, Scarinci Hollenbeck

“Increasing Student Achievement through Short Cycle Assessment” –

Dr. Mike Kuchar & Dr. Chris Tully

“Negotiations- Between Chapter 78 and Breakage, Why Can't you pay 10%” – Andrew Brown, Schwartz, Simon, Edelstein & Celso

“Social Media Policies and Practices” Dr. Thomasina Jones, Erica Clifford & Paul Kalac, Schwartz, Simon, Edelstein & Celso

“Google Apps For Educators (G.A.F.E.) – Chris Carruba

**Committee Meeting Update**

Personnel –

Next Meeting - Tuesday May 30 at 6:30 P.M.

Upcoming Meeting - Wednesday June 14 at 6:00 P.M.

Cancelled Meetings - Wednesday June 28 and Wednesday August 9

Finance –

Next Meeting - Tuesday May 30 at 6:00 P.M.

Cancelled Meetings– Monday June 26 and Monday August 7

Student Activities & Transportation –

Next Meeting – Monday June 19 at 6:00 P.M. – Tentative

Cancelled Meetings – Thursday June 1 and Thursday August 3

Buildings and Grounds –

Upcoming Meeting - TBD

Cancelled Meeting – Monday June 12

## **Facilities Update**

Initial Project meetings have been scheduled for Tuesday May 30 on the following projects:

*HS Trench Drain Project #2*

*HS & MS Roof Replacement Project*

*HS & MS Toilet Room Renovation Project*

Flood survey project has been Board approved and is in the planning stages with the Architect and Civil Dynamics. Once the survey is approved, renovation work on the Excel building will begin. We are expecting an early fall completion of the survey project.

The “House” in the front yard has been assessed by the Architect and would require minimal renovation for student accessibility. Currently, we are discussing two options for the house. The first option is as a Life Skills setting and the second option is a learning center for students with school phobia or social anxiety issues. Both programs would provide an opportunity to generate revenue by opening up options for surrounding schools to benefit from the established program.

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:

Personnel Committee met on May 15<sup>th</sup>.

Negotiations Committee met on May 14<sup>th</sup>. They are getting ready for upcoming negotiations, waiting for contract review from NJSBA.

Education and Policy Committee met tonight. Mr. Kavcak gave a presentation on Google Aps. Mrs. Moore explained the French class question being put on transcripts. There are 14 new policies and 9

regulations on Strauss Esmay. Attorney will be developing a policy on Vigo. Social medial discussion.

Facilities Update:

- High School and Middle School roof replacement
- High School and Middle School toilet room renovation
- High School trench drain
- Flood survey
- House at 91 Bowerstown – two options available

Old Business            Still working on switch plates.

New Business         District goal setting and robotics team.

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	Heather Hacker	Approve	Supervisor of Math & Science	\$100,000	District	7/1/17	6/30/18	11 months
2	Elena McCormick	Approve	Social Studies Teacher	\$52,862	Middle School	8/28/17	6/30/18	Updated eligibility for tenure 9/2/18
3	Keri Anne Hart	Accept	Part-time paraprofessional	N/A	High School	5/26/17	N/A	Resignation
4	Barbara Kostelansky	Approve	Part-time paraprofessional	\$20.93	High School	5/30/17	6/30/17	Replacement position
5	Erick Velasquez	Approve	Substitute Teacher	\$85/day	District	5/24/17	6/30/17	All paperwork complete and on file
6	Patrick Cunningham	Approve	Substitute Teacher	\$85/day	District	5/24/17	6/30/17	All paperwork complete and on file
7	Meena Vashi-Moore	Approve	Substitute Teacher	\$85/day	District	5/24/17	6/30/17	All paperwork complete and on file
8	Michael Perruso	Approve	Summer Maintenance	\$14/hour	District	6/19/17	8/19/17	Hourly salary increases to \$14.25/hour as of 7/1/17
9	Todd Solecitto	Approve	Summer Maintenance	\$14/hour	District	6/19/17	8/19/17	Hourly salary increases to \$14.25/hour as of 7/1/17
10	Matthew Burd	Approve	Summer Maintenance	\$14/hour	District	6/19/17	8/19/17	Hourly salary increases to \$14.25/hour as of 7/1/17
11	Sean Wallace	Approve	Summer Maintenance	\$14/hour	District	6/19/17	8/19/17	Hourly salary increases to \$14.25/hour as of 7/1/17

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
12	James Hudock	Approve	Summer Maintenance	\$14/hour	District	6/19/17	8/19/17	Hourly salary increases to \$14.25/hour as of 7/1/17
13	Daniel Diveny	Approve	Summer Maintenance	\$14/hour	District	6/19/17	8/19/17	Hourly salary increases to \$14.25/hour as of 7/1/17

ROLL CALL VOTE:           Ayes 7           Nayes 0

## II. EDUCATION AND POLICY

Policy                            Moved by Jennifer Knittel and seconded by Kathleen Halpin 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:

**2464**                    Gifted and Talented Students

ADMINISTRATIVELY WITHDRAWN

HIB                                Moved by Jennifer Knittel and seconded by Kathleen Halpin to acknowledge the administrative decision regarding the following HIB cases:

MS – 16-17 – 013  
HS – 16-17 – 008

ROLL CALL VOTE:           Ayes 7           Nayes 0

Travel & Conference            Moved by Jennifer Knittel and seconded by Kathleen Halpin to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Kimberly Eilenberger, Josephine Potter & Laurie Kerr	RAD Systems International Training Conference	Grand Rapids, MI	\$1650. Total Registration + Mileage, Accommodations + Incidentals	July 29-August 4, 2017 Grant funded.
2	Estrella Molinet	NJASBO Annual Conference	Atlantic City, NJ	\$275. Registration + Mileage, Accommodations + Incidentals	June 7-9, 2017
3	Christopher Hamler	NJSBA Workshop	West Windsor, NJ	\$99. Registration + Mileage	May 30, 2017
4	David Guth	NJSBA Workshop	West Windsor, NJ	\$99. Registration + Mileage	June 2, 2017

ROLL CALL VOTE:           Ayes 7           Nayes 0

Field Trip Requests            Moved by Jennifer Knittel and seconded by Kathleen Halpin to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education cost	Discussion/Destination
1	Christopher Kavcak	Project Graduation	Transportation	N/A
2	Elizabeth Horvath	Cheerleading Team to Summer Camp	N/A	\$260./student

ROLL CALL VOTE:                   Ayes 7           Nayes 0

### III. BUDGET AND FINANCE

Financial Reports                   Moved by Linda Feller and seconded by Kathleen Halpin to approve the April, 2017 Board Secretary and Treasurer’s Report 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 this report, 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 report of the Secretary and the Treasurer for the month of April, 2017; 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 7           Nayes 0

Bills                                   Moved by Linda Feller and seconded by Kathleen Halpin to approve the bill list for the period April 1, 2017 through April 30, 2017, including April, 2017 payrolls, in the amount of \$3,187,906.99.

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

Transfers                           Moved by Linda Feller and seconded by Kathleen Halpin to approve transfers in the amount of \$110,953.86 for the month of April, 2017.

ROLL CALL VOTE:                   Ayes 7           Nayes 0

Tuition Rates                   Moved by Linda Feller and seconded by Kathleen Halpin to approve the following pupil tuition rates for non-resident students attending Warren Hills Regional programs for the 2017-2018 school year:

High School	\$14,616
Learning Disability (LD)	\$24,580



Multiple Disability (MD) \$32,688  
 Behavioral Disability (BD) \$40,335  
 Autistic \$60,000

ROLL CALL VOTE: Ayes 7 Nays 0

Instruction Services Moved by Linda Feller and seconded by Kathleen Halpin to approve St. Clare’s Hospital to provide home/bedside instruction services for Student #2384733599, commencing May 11, 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 6 Nays 0  
 Abstain 1 (Marshall)

Instruction Services Moved by Linda Feller and seconded by Kathleen Halpin to approve Professional Education Services, Inc. to perform educational instruction services for Student #3100771797, commencing May 11, 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 Nays 0

Tuition Contracts Moved by Linda Feller and seconded by Kathleen Halpin to approve the following Special Education Tuition Contracts for the 2017-2018 Extended and Regular School Year:

Student	School	Amount	Aide	Effective
8695843559	Cornerstone Day	\$83,001.60	N/A	7/1/17-6/29/18
6006202566	Stepping Stone	\$56,433.30	\$47,250.00	7/5/17-6/30/18
9922647153	Stepping Stone	\$56,433.30	\$47,250.00	7/5/17-6/30/18
1044132204	Stepping Stone	\$56,433.30	\$47,250.00	7/5/17-6/30/18
4303924409	Stepping Stone	\$56,433.30	N/A	7/5/17-6/30/18
5982807363	Stepping Stone	\$56,433.30	\$47,250.00	7/5/17-6/30/18
1489574951	Stepping Stone	\$56,433.30	\$47,250.00	7/5/17-6/30/18

ROLL CALL VOTE: Ayes 7 Nays 0

Tuition Contract Moved by Linda Feller and seconded by Kathleen Halpin to approve a Contract with Ability 2 Work to provide Employment and Related Services for Student #3133624787 for the 2017-2018 school year, commencing July 1, 2017 and ending June 30, 2018, in the amount of \$86,500.00.

ROLL CALL VOTE: Ayes 6 Nays 0  
 Abstain 1 (Young)

Consulting Services                    Moved by Linda Feller and seconded by Kathleen Halpin to approve Contract with Hybridge Learning Group for BCBA Supervision/ Consultation Services and Report Writing (if necessary) for the 2017-2018 school year, at the rate of \$142.00 per hour, not to exceed 6 hours per month. Functional Behavior Assessments will be billed at the rate of \$2,100.

ROLL CALL VOTE:                    Ayes 7                    Nayes 0

Food Services                        Moved by Linda Feller and seconded by Kathleen Halpin to approve Maschio's Food Services for the 2017-2018 school year with a guaranteed minimum unlimited profit of \$10,000.00, and a yearly management fee of \$14,291.00. The student lunch will be \$3.25. The middle school breakfast program will be \$1.75 for students and \$2.15 for staff. The reduced breakfast will remain at \$0.30 and reduced lunch at \$0.40.

ROLL CALL VOTE:                    Ayes 7                    Nayes 0

Donation                                Moved by Linda Feller and seconded by Kathleen Halpin to to accept a donation of \$2,864.00 from Friends of the Blue Streaks to purchase two (2) exercise bikes, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

ROLL CALL VOTE:                    Ayes 7                    Nayes 0

Hackathon                            Moved by Linda Feller and seconded by Kathleen Halpin to approve district sponsorship of the WHR Computer Science classes "Hackathon" event to be held on June 3, 2017 at WHRHS. The WHR Computer Science classes will be hosting Computer Science teams from competing school districts.

ROLL CALL VOTE:                    Ayes 7                    Nayes 0

Donation                                Moved by Linda Feller and seconded by Kathleen Halpin to to accept, with gratitude, the donations for the WHR Computer Science Hackathon from numerous donors in the total amount of \$1,766.36, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS. Other donations received will be accepted by future board resolution upon receipt.

ROLL CALL VOTE:                    Ayes 7                    Nayes 0

Student Insurance                    Moved by Linda Feller and seconded by Kathleen Halpin to approve the Student Accident Insurance policy for Interscholastic Athletics/Football and student body accident coverage with Axis Insurance Company for the period August 1, 2017 through July 31, 2018 in the amount of \$60,681.00.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Municipal Tax                   Moved by Linda Feller and seconded by Kathleen Halpin to approve the Municipal Tax Schedule for the 2017-2018 school year. (Attachment A)

ROLL CALL VOTE:           Ayes 7           Nayes 0

Safety Grant                   Moved by Linda Feller and seconded by Kathleen Halpin to approve the digital submission of the application for the Safety Grant Program through the New Jersey School Insurance Group for the purposes described in the application, in the amount of \$1,350 for the July 1 through June 30, 2017 program period.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Public Comment           Public Comment:   None.

Executive Session           Moved by Paula Merrill and seconded by Jennifer Knittel 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. Action may be taken.

Ayes 7           Nayes 0

The Board entered into Executive Session at 7:37 p.m.

Mr. Clymer, Mr. Mack and Mrs. Molinet were asked to leave the meeting at 7:38 p.m.

Reconvene                   Moved by Richard Havrisko and seconded by Jennifer Knittel to reconvene into open session at 10:17 p.m.

Ayes 7           Nayes 0

Adjournment            Moved by Richard Havrisko and seconded by Paula Merrill to  
adjourn at 10:18 p.m.

Ayes 7            Nays 0

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

dmg