

**Warren Hills Regional
Board of Education
March 13, 2018
Regular Meeting**

A. Call to Order

The meeting was called to order by Lisa Marshall, President.

B. Roll Call

Roll call was taken by Estrella Molinet. Members present were Joseph Bodenschatz, Christopher Cannavo, Jennifer Knittel, Lisa Marshall, Paula Merrill, Corey Piasecki and Richard Young. Christopher Hamler and Eric Walls were absent. Also present were Earl Clymer, Estrella Molinet, Dennis Mack and Annette Walters.

C. Executive Session

Motion by Corey Piasecki and seconded by Jennifer Knittel to go into Executive Session at 6:43 p.m.

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.

D. Reconvene:

Motion by Paula Merrill and seconded by Christopher Cannavo to reconvene into open session at 7:15 p.m.

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, 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

E. Motion by Paula Merrill and seconded by Christopher Cannavo to approve the Minutes of the February 20, 2018, Regular and Executive Session meetings.

MOTION: Paula Merrill		SECOND: Christopher Cannavo		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler				X
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Eric Walls				X
Richard Young	X			

F. Communications – None.

G. Superintendent’s Report – Earl C. Clymer, III

Middle School: Noah DiNapoli and Oliver Lynch

- The Warren Hills Cluster Art Show was held on February 21st in the high school library and celebrated selected artworks from our middle school students as well as students from the elementary schools and high school.
- Eighth grade health classes participated in a library showcase from School Based about Dating Violence.
- The International Festival was held on March 1st. It was a huge success with approximately 100 students in attendance. Students experienced food, music, and dance from around the world. Special thanks to Mrs. Zamora and Mrs. Morgan for organizing the event.
- The National Junior Honor Society collected 350 items that will be put into care packages for our troops overseas and our local homeless veterans.
- This past week our eighth grade students have been meeting with the high school guidance counselors to schedule their classes for freshman year.

High School:

The student report can be found at the link below:

[Streaks...Have You Heard? Episode 2](#)

Discipline/Suspension Reports:

MS – 8 - ISD; 4 - OSS

HS – 19 – ISD; 3 - OSS

Superintendent’s Report:

Items added to the agenda:

1. Motion to make Wednesday April 4, 2018 a day of school per the 2017-18 Board Adopted School Calendar.

2. Joseph Duart added as HS security, 500 wing, evenings beginning March 13, 2018 – June 30, 2018
3. Competition Field Trip – V. Busardo - HS

Mr. Jeremy Reich from NJIT to discuss the Future Ready Schools Program – Tech Committee discussion

Mr. Chris Kavcak – PLC update

H. Goals:

Warren Hills Regional Board of Education Goals for 2017-2018 School Year

1. Gain a better understanding of all line item transfers and the monthly Board Secretary and Treasurer of School Monies financial reports.
2. 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.

I. Committee Reports

Budget and Finance Committee met on March 12, 2018 and reviewed the budget. A special meeting will be held on March 20, 2018 at 6:30 to review the budget which will be voted on at the March 27th Board Meeting.

Education and Policy Committee met tonight. They discussed the Gifted & Talented Program, issue with bilingual waiver for State and the security policy.

Personnel Committee met tonight.

Student Activities and Transportation Committee met on March 8, 2018. Visit from Robotics advisors – discussed program. Mrs. McKelvey discussed clubs uniform rotation on 5 year plan.

Technology Committee met on February 27, 2018. The following issues were discussed:

- Chromebooks – 4 year cycle follow students. 9th graders get chromebooks for the next 4 years
- Teachers window based laptops
- Google vs. Office 365
- Mini training on Google
- Future Ready in schools
- Go to meetings – concerns about privacy

- Acquire clip art subscription
- The Committee asked Mr. Jaw for goals focusing on goals with the most value.

Negotiations Committee met on March 5, 2018.

J. Old Business

1. Crosswalk buttons

K. New Business

L. Public Comment – concerning action items.

M. ACTION ITEMS

I. PERSONNEL

Motion by Corey Piasecki and seconded by Jennifer Knittel to table 2.6 until after executive session.

MOTION: Corey Piasecki		SECOND: Jennifer Knittel		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler				X
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Eric Walls				X
Richard Young	X			

Motion by Christopher Cannavo and seconded by Paula Merrill to accept the recommendation of the Superintendent to approve and adopt motions **I.1** through **I.2**, as described below:

1. Motion to approve the following Leave of Absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	47567094	Paternity Leave	English Teacher	High School	On or about 4/23/18	N/A	On or about 4/23/18	On or about 4/23/18	N/A	On or about 5/7/18	Split time
2	47567094	Paternity Leave	English Teacher	High School	1 st day of marking period 2	N/A	1 st day of marking period 2 for 2018-2019	1 st day of marking period 2 for 2018-2019	N/A	1 st day of marking period 3 for 2018-2019	Split time
3	52896644	Medical Leave	Custodian	Middle School	2/27/18	N/A	N/A	N/A	N/A	On or about 3/27/18	Unpaid leave

2. Motion to approve/accept the following appointments / resignations / retirements:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Nancy Kling	Approve	Maternity Replacement Mathematics	\$52,112, prorated	High School	On or about 4/12/18	6/30/18	Replaces Employee #19308162
2	Robert Carroll	Rescind	Head Boys Track Coach	\$7,404	High School	3/14/18	3/14/18	Rescind Motion of 9/17/17
3	Robert Carroll	Approve	Assistant Boys Track Coach	\$6,883	High School	3/14/18	N/A	Tier 3, Step 4
4	Michael Howey	Rescind	Assistant Boys Track Coach	\$5,444	High School	3/14/18	3/14/18	Rescind Motion of 11/14/17
5	Michael Howey	Approve	Head Boys Track Coach	\$8,720	High School	3/14/18	N/A	Tier 3, Step 4
6	Joseph Duart	Table until after Executive	Security Personnel	\$16/hour	District	3/14/18	6/30/18	6:00-10:00 p.m. – paid by outside organizations
7	Andrew Oakley	Approve	Teacher Mentor	\$440, prorated	High School	3/23/18	6/30/18	Mentoring Stephanie Jacobs - English
8	Jamie Hall	Approve	Custodian	\$14.50/hour	High School	3/14/18	6/30/18	Part-time 2 hours per day
9	Richard Card	Approve	Substitute Teacher	\$85/day	District	3/14/18	6/30/18	All paperwork complete & on file
10	Zachary Fisher	Approve	Volunteer	N/A	District	3/14/18	6/30/18	Track Program – substitute teacher

MOTION: Christopher Cannavo		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler				X
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Eric Walls				X
Richard Young	X			

II. EDUCATION AND POLICY

Motion by Corey Piasecki and seconded by Jennifer Knittel to accept the recommendation of the Superintendent to remove motion #2 and to approve and adopt motions **II.1, II.3, II.4, II.5 and II.6**, as described below:

1. Motion to approve a change in the 2017-2018 school year calendar to reflect Wednesday, April 4, 2018, as a regular school day.

3. Motion to approve the **second and final 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:

- 3437** Military Leave
- 4437** Military Leave
- 5460.1 R** High School Transcripts
- 7101 R** Educational Adequacy of Capital Projects
- 7425** Lead Testing of Water In Schools
- 8507** Breakfast Offer Versus Serve (OVS)

4. Motion to affirm the administrative decision regarding the following HIB cases:

- MS – 17-18 – 012
- HS - 17-18 – 011 & 012

5. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Margaret Devine	Horizons Debate Teams	Transportation	Competition
2	Deborah Rokosny & Laura Blackwell	Genocide classes & Human Rights Club to Human Rights Conference	Substitutes	\$5.00/student, Club pays transportation - Curricular
3	Jennifer Giamoni	HS Debate Team to Moot Court Competition	Transportation + Substitute	\$150/student - competition
4	Michael Perruso & Paul Irzinski	G&T Students to participate in a simulation mission to Mars.	N/A	Trip paid through Title IV funds
5	Margaret Devine & Kevin Horn	HS Young Writers to Dodge Poetry Conference	Transportation + Substitutes	Curricular
6	Margaret Devine, Kevin Horn & Clifford Platt	MS & HS Horizons to Arts Symposium	Transportation + Substitutes	Curricular
7	Adam Slack & Ari Eisner	Robotics Competition	Transportation + Substitutes	Competition
8	Vittoria Busardo & Emily Kablis	Student Council	Transportation + Substitutes	Art Competition

6. Motion to approve the following travel and conference request:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Rebecca Philippe & Charlene Finn	Understanding IRS Payroll Regulations	New Brunswick, NJ	\$99. Registration each + Mileage	March 16, 2018
2	Keith Dennison	Practical Strategies for Building a Data-Savvy Culture	NJPSA, Monroe Twsp., NJ	\$149. Registration + Mileage	April 10, 2018 – PD Budgeted
3	Geri McKelvey	Legal Liability & Athletics	NJSIAA, Robbinsville, NJ	\$125. Registration + Mileage	March 23, 2018 – PD Budgeted

MOTION: Corey Piasecki		SECOND: Jennifer Knittel		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler				X
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Eric Walls				X
Richard Young	X			

III. BUDGET AND FINANCE

Motion by Paula Merrill and seconded by Richard Young to accept the recommendation of the Superintendent to approve and adopt motions **III.1** through **III.5**, as described below:

1. Motion to approve the purchase order list dated February 1, 2018 through February 28, 2018 in the amount of \$163,269.10.
2. Motion to approve an agreement with Innovative Therapy Group to provide bilingual evaluations for the remainder of the 2017-2018 school year, in the amount of \$600.00 per evaluation.
3. Motion to approve a Resolution for Participation in Joint Transportation Services with Sussex County Regional Transportation Cooperative for the 2018-2019 school year, including a 4% administration fee.
4. Motion to approve a Special Education Tuition Contract for Student #3899398609 with Somerset County Education Services Commission to attend Somerset Secondary Academy for the 2017/2018 school year, commencing February 27, 2018, in the amount of \$53,900.00, prorated.
5. Motion to approve an Agreement for Continuing Disclosure Agent Services and appointment as Independent Registered Municipal Advisor with Phoenix Advisors, LLC, for the 2018/2019 school year, in the amount of \$850.00, plus \$200.00 set up fee for each new bond issue.

MOTION: Paula Merrill		SECOND: Richard Young		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Christopher Hamler				X
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Eric Walls				X
Richard Young	X			

N. Public Comment

O. Second Executive Session

Motion by Paula Merrill and seconded by Jennifer Knittel to go into Executive Session at 9:02 p.m. 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:

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- 2) *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.

P. Reconvene

Motion by Jennifer Knittel and seconded by Corey Piasecki to reconvene into open session at 10:21 p.m.

Q. Adjourn

Motion by Paula Merrill and seconded by Corey Piasecki to adjourn at 10:23 p.m.

Respectfully submitted,

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

dmg