

**Warren Hills Regional
Board of Education
Regular Meeting
March 27, 2018**

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 Hamler, Jennifer Knittel, Lisa Marshall, Paula Merrill, Corey Piasecki, Eric Walls and Richard Young. Christopher Cannavo was absent. Also present were Earl Clymer, Estrella Molinet, and Dennis Mack.

C. Executive Session

Motion by Paula Merrill and seconded by Corey Piasecki to go into Executive Session at 6:30 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 Corey Piasecki and seconded by Joseph Bodenschatz to reconvene into open session at 7:01 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 Jennifer Knittel to approve the Minutes of the March 13, 2018, Regular and Executive Session meetings (as amended) and March 20, 2018 Special and Executive Session meetings.

MOTION: Paula Merrill		SECOND: Jennifer Knittel		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo				X
Christopher Hamler			X (3/13)	
Jennifer Knittel	X			
Lisa Marshall	X			
Paula Merrill			X (3/20)	
Corey Piasecki	X			
Eric Walls			X (3/13 & 3/20)	
Richard Young	X			

F. Communications – None

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

Middle School:

NJHS Representatives:

NJHS President Madelyn Morgan
Cameron Dunn

1. The middle school staff sponsored a “jeans day” to help raise money for a family whose house burnt down during the recent power outages. With this, and other contributions, our middle school students, staff, and community raised over \$1400 for the family as well as made donations for school supplies.
2. Horizons students participated in a countywide debate last week. The debate resolve was that the United States should explore outer space. All the Horizons students who participated put in hours of work on their speeches, and did a great job! Congratulations to eighth graders Taryn Faccenda and Yuliana Pereginetis on the Affirmative Team, and to seventh graders Mackenzie Ferris and Ivanna Viznovych on the Negative Team--both teams came in third place!!!!
3. The annual STEAM Night was held at the middle school last night. STEAM Night is a celebration of an interdisciplinary approach to teaching and learning. The night was filled with a variety of activities which expose attendees to STEAM ideologies. Activities such as Coding with Kids, Think Big Display and Contest, Interactive Games and Science Minute to Win It Games were available. Special thanks to all the staff and students from both the middle and high school who help put the evening together.
4. The Spring edition of “Blue Streaks Highlights” is now available. The middle school version of a “newspaper” shares middle school happenings,

highlights, and student work. Thank you to Mrs. DeYoung and her staff of students for all their time and effort in putting this edition together.

5. During the month of March, Builders Club has been collecting donations for Pennies for Patients. Pennies for Patients is a fundraiser that raises money for the Leukemia and Lymphoma Society with the mission of finding a cure and to improve the quality of life for patients and their families. The last donations were accepted today and we will have an update on the total contributions next time.

6. We have copies of the STEAM Night brochure and the “Blue Streak Highlights” for anyone who is interested.

High School:

Cody Jackson – WH Drama Club – Additional members of the cast

Described the rehearsal schedule, casting call and the performances of How To Succeed in Business Without Really Trying.

Superintendent’s Report:

Items added to the agenda:

1. Personnel 1 – 7 Replacement of MS resignation
 - Presentation by Kathy Helewa from NJSBA regarding Strategic Plan.

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

Buildings and Grounds Committee met on March 19, 2018. They discussed the following:

- Long Range Facility Plan – Fraytak Veisz Hopkins Duthie, P.C. will look at it.
- Looked at dam
- Roof replacement to continue
- Field trip through house and Excel building. Excel building has to wait on dam before renovation

Education and Policy Committee met tonight and discussed the following:

- Link-It pilot program piloting in middle school – is in budget for next year
- State testing in house assessment for Link-It
- Reviewed policies for first read
- Put district goals on agenda
- National School Safety Conference in Florida for Director of Security
- Mr. Dennison conference in Washington, DC
- PLC’s workshop in Jacksonville at end of May – 6 to 7 faculty and 1 administrator
- Calendar for 2018-2019 school year – add to agenda

Personnel Committee met on March 26, 2018 and was discussed during Executive Session.

Negotiations Committee met on March 22, 2018 and exchanged language proposals.

Wall of Fame – nominations finalized for banquet.

J. Old Business

1. Crosswalk buttons

K. New Business

L. Public Comment - None.

M. ACTION ITEMS

I. PERSONNEL

Motion by Corey Piasecki and seconded by Christopher Hamler to accept the recommendation of the Superintendent to approve and adopt motions **II.1** through **II.2**, as described below:

1. Motion to add Amanda Berezny as Volunteer Middle School Softball coach.
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	Georgina Dilts	Accept	Paraprofessional	\$23.94/hour	High School	6/30/18	6/30/18	Retirement
2	Peter Polizzano	Rescind	MS Head Baseball Coach	\$3,463, prorated	Middle School	3/27/18	3/27/18	Board Motion of 1/2/18, Personnel #6
3	Zachary Fisher	Approve	MS Head Baseball Coach	\$3,463, prorated	Middle School	3/28/18	End of Season	Tier 3, Step 1

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
4	Susan Rader	Amend	Acting Middle School Principal	\$3,500/Stipend	Middle School	1/24/18	6/30/18	Adjusted stipend amount
5	Tasjaana Miraglia	Approve	Substitute	\$85/day	District	3/28/18	6/30/18	All paperwork complete & on file
6	Tasjaana Miraglia	Approve	Maternity Replacement	\$52,112, prorated	Middle School	On or about 4/12/18	6/08/18	Replaces #94283835
7	Lisa-Ann Smith	Approve	Special Education Teacher	\$52,612, prorated	Middle School	As soon as practical	6/30/18	Replaces #52993268
8	Joseph Duart	Approve	Security Personnel	\$16/hour	District	3/28/18	6/30/18	6:00-10:00 p.m. – paid by outside organizations
9	David Brewster	Approve	Substitute	\$85/day	District	3/28/18	6/30/18	All paperwork complete & on file
10	Erica Hoff	Approve	Substitute Nurse	\$125/day	District	3/28/18	6/30/18	Pending receipt of background check
11	George DiGrande	Approve	Volunteer	N/A	High School	3/28/18	End of Season	HS Weight Room
12	Stephen Fritts	Approve	Volunteer	N/A	High School	3/28/18	End of Season	HS Weight Room
13	Marshall Cuomo	Approve	Volunteer	N/A	Middle School	3/28/18	End of Season	Baseball Program
14	Lawrence Cascio	Approve	Volunteer	N/A	High School	3/28/18	End of Season	Boys Tennis Program
15	Taylor Cox	Approve	Field Experience	N/A	High School	3/28/18	End of program	Under the direction of Christopher Kavcak
16	Joseph Bamford	Approve	Observation Hours	N/A	High School	3/28/18	Completion of hours	Under the direction of Ingrid Garofalo
17	Amanda Berezny	Approve	Volunteer	N/A	Middle School	3/28/18	End of Season	Softball Program

MOTION: Corey Piasecki		SECOND: Christopher Hamler		
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			

3. Motion by Jennifer Knittel and seconded by Corey Piasecki to approve David Guth to attend National Safety Conference in Orlando, FL from July 23-27, 2018, at a cost to the District of \$475.00 Registration fee, airfare, lodging and incidentals additional.

MOTION: Jennifer Knittel		SECOND: Corey Piasecki		
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			

4. Motion by Corey Piasecki and seconded by Jennifer Knittel to approve Keith Dennison to attend IDM Institute in Washington, DC from July 23-24, 2018, at a cost to the District of \$425.00 Registration fee plus mileage, lodging and incidentals.

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			

II. EDUCATION AND POLICY

1. Motion by Paula Merrill and seconded by Christopher Hamler to ADMINISTRATIVELY WITHDRAW this motion to approve a change in the 2017-2018 school year calendar to reflect Tuesday, April 3, 2018, as a regular school day.

MOTION: Paula Merrill		SECOND: Christopher Hamler		
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			

2. Motion by Christopher Hamler and seconded by Corey Piasecki to approve the 2018-2019 school year calendar.

MOTION: Christopher Hamler		SECOND: Corey Piasecki		
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			

Motion by Corey Piasecki and seconded by Jennifer Knittel to accept the recommendation of the Superintendent to approve and adopt motions **II.3** through **II.7**, as described below:

3. Motion 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:

- 7440 P&Regs** School District Security
- 7441 P&Regs** Electronic Surveillance in School Buildings and on School Grounds
- 5516.01 P** Student Tracking Devices
- 7522 Regs** Tech Turn-In Procedure
- 8630 Regs** Emergency School Bus Procedures
- 9150 Regs** School Visitors
- 9242 P** Use of Electronic Signatures

4. Motion to approve the Bilingual/ESL Three-Year Program Plan for the Warren Hills Regional School District for School Years 2017-2020.

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

- MS – 17-18 – None
- HS - 17-18 – None

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Alison Frey	DECA Competition	\$260.00 Registration & lodging	Student accompanied by parents
2	Adam Slack & Ari Eisner	Robotics	Transportation	S.T.E.M. Event/Competition
3	Amy Kline	NJ State 4-H Evaluation Competition	Transportation	Competition
4	Jason Graf	Jazz Ensemble	Transportation	Competition/Performance
5	Cynthia Bamford	MD/AU Life Skills Classes – CBI	Transportation + \$136.00 Tickets	Community Based Instruction

Code	Requested by:	Trip	Board of Education Cost	Discussion
6	L. Jeannie Zamora	Spanish I Classes to experience authentic Mexican food	N/A	\$13.00/student – Transportation added to already scheduled runs
7	Laura Muroski	8 th Grade Students – Math & Science Day	Substitute & Nurse	\$65.00/student – Ticket and transportation
8	Christine Tyburczy & Nicholas Remondelli	MS Peer Leaders to local elementary school	N/A	Cross age teaching prevention program

7. Motion to approve the Warren Hills Regional School District Extended School Year Program, Employment Orientation Program and Summer Boost Program for the period July 2, 2018 through July 30, 2018, with July 4, 2018 closed for Independence Day holiday.

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 Richard Young and seconded by Paula Merrill to accept the recommendation of the Superintendent to approve and adopt motions **III.1** through **III.12**, as described below:

1. The Warren Hills Regional Board of Education approves the February, 2018 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 February, 2018; 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.

2. Motion to approve the bill list for the period February 1, 2018 through February 28, 2018, including February, 2018 payrolls, in the amount of \$5,085,894.05.

3. Motion to approve transfers in the amount of \$32,367.50 for the month of February, 2018.

4. Motion to approve a Parent Contract for Student Transportation to transport Warren Hills Student #5895878105 from Dover, NJ (CP&P Placement) to Warren Hills High School for the remainder of the 2017/2018 school year, commencing March 12, 2018, in the amount of \$67.00 per day.

5. Motion to approve a Contract Agreement for Employment Services with Employment Pathways, Division of Abilities of Northwest Jersey, Inc., for Student #6648975335, commencing April 1, 2018 through June 5, 2018, in the amount of \$2,090.00.

6. Motion to approve a Contract Agreement for Employment Services with Employment Pathways, Division of Abilities of Northwest Jersey, Inc., for Student #8669669242, commencing April 1, 2018 through June 5, 2018, in the amount of \$4,400.00.

7. Motion to approve a Resolution to Purchase Natural Gas Services through the Alliance for Competitive Energy Services (ACES) from March 27, 2018 through May, 2023.

8. Motion to approve a Resolution to Purchase Electric Generation Services through the Alliance for Competitive Energy Services (ACES) from March 27, 2018 through May, 2023.

9. Motion to approve submittal of the preliminary tentative 2018-2019 budget to the Executive County Superintendent for advertising and compliance review with QSAC and New Jersey Student Learning Standards as follows:

	Budget	Local Tax Levy
General Fund	\$38,376,458	\$21,988,883
Special Revenue	527,306	0
Debt Service	2,260,297	\$2,243,148
Total Base Budget	\$41,164,061	

A Healthcare adjustment of \$264,863 is included in the preliminary tentative 2018-2019 budget above.

A transfer from the Capital Reserve account to the Capital Projects account in the amount of \$1,975,161 will fund the capital projects included in the preliminary tentative 2018-2019 budget above.

10. Motion to approve the following Resolution:

WHEREAS, school district policy and N.J.A.C. 6A:23A7.3(a) provides that the Warren Hills Regional Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2018-2019 school year;

NOW THEREFORE BE IT RESOLVED that the Warren Hills Regional Board of Education hereby establishes the school district travel maximum for the 2018-2019 school year at the sum of \$40,000 and
 BE IT FURTHER RESOLVED that the Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

11. Motion to approve Summit Management Solutions, LLC, as a consultant for negotiations between WHRBOE and WHREA at the rate of \$150.00 per hour, commencing March 28, 2018.

12. Motion to accept a grant from The NRA Foundation, Inc., in the amount of \$2,964.00 for the high school archery team, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

MOTION: Richard Young		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		X (as to Verizon)	
Richard Young	X		X (as to Ability 2 Work and Delta Dental)	

N. Public Comment - None

O. Second Executive Session

Motion by Corey Piasecki and seconded by Paula Merrill to go into Executive Session at 8:28 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:

- 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.

P. Reconvene

Motion by Corey Piasecki and seconded by Jennifer Knittel to reconvene into open session at 8:50 p.m.

Q. Adjourn

Motion by Corey Piasecki and seconded by Jennifer Knittel to adjourn at 8:51 p.m.

Respectfully submitted,

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

dmg