

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**REGULAR MEETING**

**November 10, 2015**

**7:00 p.m.**

A. Call to order - Mr. Richard Havrisko

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 - Mrs. Estrella Molinet

Daniel Brundage	Kathleen Halpin	Lisa Marshall
Linda Feller	Christopher Hamler	Richard Young
Kristin Fox	Donna Golda	Richard Havrisko

C. Minutes of the following previous Regular and Executive Session meetings:  
(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

D. Communications – Mrs. Estrella Molinet

E. Citizens Participation – concerning action items.

F. Superintendent’s Report - Dr. Gary R. Bowen

- Board of Education/District Goals Development

**Good News and Progress**

- The Warren Hills Regional School District will be hosting its second annual *Warren Hills Salute to Veterans* program on Wednesday, November 11, 2015 at the middle school. This program

commemorates the Veterans Day holiday by producing a school-wide educational enrichment program that will honor our men and women who have served in the U.S. Armed Forces.

- Congratulations to WHR for winning NJ.com's Home-Field Advantage contest and being voted the best place in New Jersey to watch a high school football game!!
- Congratulations to Mary Ann McKinney, Andrew Oakley, and the student-staff of *The Streak* for receiving the New Jersey Distinguished Journalism Award for 2015, presented by the Garden State Scholastic Press Association.
- During the month of October, twelve staff members participated in a RAD Basic Self-Defense course including a culminating simulation exercise. This staff experience closely reflects the curriculum within our high school physical education department. Congratulations to the group for another successful Worksite Wellness program, "Safety in the Hills," and to the instructors who volunteered their time, Josie Potter, Laurie Kerr, Renee Smola and Kim Eilenberger.
- Tenth grade driver education classes participated in an "Impaired Driving" activity presented by the Washington Township Police department.
- Code.org will be hosting a free workshop at WHRHS on Saturday December 5th from 9-4. This will be an opportunity to teach coding and computational thinking to students in elementary and middle school.
- Master scheduling consultant, Elliott Merenbloom, conducted a workshop with our administration and Bell Schedule Committees from both the middle school and high school to review and investigate options for consideration for the fall of 2016.
- During the week of October 5<sup>th</sup>, we celebrated the Week of Respect. During this week our students were able to engage in a very impactful assembly program and small group presentations entitled "United Rhythms and Visions" by presenter Mr. Luis DeJesus. Mr. DeJesus shared his vast collection of instruments and encouraged students to see how they can incorporate music in their own lives to distress and enjoy another facet of life.
- Over 50 MS students earned recognition by their peers and the MS staff for the character pillar of Respect during the month of October.
- Middle school students focused on Red Ribbon Week and School Safety Week during the week of October 19<sup>th</sup>. Students signed a banner to pledge to be drug free and some students engaged in a "Leaders Lunch" with the administration to get student input and ideas on how best to continue our efforts to be a safe school.
- On October 27, 2015, the middle school Builder's Club conducted a "Mix it Up at Lunch Day." On this day, students were encouraged to meet new people and introduce them to others to assist us in promoting a positive school climate.
- Middle school students had a great deal of fun engaging in the School Spirit Week activities during the week of October 26<sup>th</sup>, organized by the Student Council, that included a "Pink Out" to support Breast Cancer Awareness, while our International Club held a costume contest fundraiser during the lunches to conclude the week!

- The MS Field Hockey team concluded their undefeated season with a 2-1 win over Woodglen in the championship game on Oct. 29th!!
- The HS Field Hockey team will play in a state sectional game on Wednesday, 11/11/15, at Summit.
- Our football team will play a state playoff game this Friday, 11/13/15, and the JV and Freshman football teams had undefeated seasons!
- Our cross country team will compete in the state sectional meet this Saturday, 11/14/15.
- Our cheerleading team will compete in the regional championships at Tom River on Saturday, 11/14/15.

G. Committee Reports

H. Action Items

**I. Personnel**

\*1. Motion to approve the contract between the Warren Hills Regional Board of Education and the Warren Hills Regional Administrators Association, effective July 1, 2015 through June 30, 2018.

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*2. Motion to approve the following administrative salaries for the 2015-2016 school year:

<b>NAME</b>	<b>2015-2016 SALARY</b>
Brown, Amanda	\$88,500
DeBoer, Brian	\$88,500
Dennison, Keith	\$88,500
Steele, Jeffrey	\$88,500
Barker, Glenn	\$94,000
Rader, Susan	\$106,078
Turkowski, Lee	\$94,000
Clymer, Earl	\$136,853, prorated 7/1/15 – 11/1/15
Hetrick, Patrick	\$124,480
Lubrecht, Peter	\$108,000
Moore, Dawn	\$115,000
Walters, Annette	\$112,000

(Motion\_\_\_\_\_Second\_\_\_\_\_/Yes\_\_\_\_\_No\_\_\_\_\_Abstain\_\_\_\_\_)

\*3. Motion to rescind agenda item of June 23, 2015 employing Heather Heslin as KIDZ Connection advisor and to approve Heather Heslin and Rebecca Flanery as co-advisors for KIDZ Connection on Tier 4, with a shared stipend of \$1,450 each.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*4. Motion to rescind agenda item of June 23, 2015 employing Josephine Potter as Student Council advisor and to approve Josephine Potter and Vittoria Busardo as co-advisors for high school Student Council on Tier 1, with a shared stipend of \$2,050 each.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*5. Motion to approve Kevin Burke as a substitute teacher for the 2015-2016 school year.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*6. Motion to approve Deborah Paulus and Erech Barron as substitute custodians, pending receipt of criminal history background check.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*7. Motion to approve Kevin Petto as a volunteer coach for the swim team, pending completion of criminal history background check.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*8. Motion to approve Warren County Community College student, Thomas Conklin, to complete one full day of observation under the direction of SRO Guth and Interim High School Principal, Dennis Mack.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*9. Motion to approve Robin Fohr as assistant boys/girls swim team coach for the 2015-2016 season on Tier 3, Step 1, with a stipend of \$4,302.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

## **II. Education and Policy**

\*1. Motion to approve the second and final reading of revised Policy #5430, CLASS RANK, for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to affirm the administrative decisions regarding the following HIB cases:

MS - 15-16 - none

HS - 15-16 - 001

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*3. Motion to approve the following Field Trip Requests:

<b>Requested by:</b>	<b>Trip</b>	<b>Location</b>
Jason Graf & Sandra Young	Benefit Performance for Evan Murray Scholarship	Hackettstown High School
Amy Kline	N.J. FFA Fall Career Development Competition	Rutgers University
Amy Kline	N.J. FFA Leadership Conference	Rutgers University
Amanda Nicol	Cheerleading Competition Squad to various post season competitions	Various high school locations
Kevin Horn & Margaret Devine	Horizons/Academic Team for county-wide competition	Voorhees High School
Timothy Zavacki	WHRHS Technology Education Classes	Martin Guitar Museum & Factory, Nazareth, PA
Sharon Fretz & Shannon McDowell	Outdoors Unlimited Club Weekly – 5 weeks	Camelback Ski Resort, Tannersville, PA
Nicole Silvis	Alternative Class – to experience community building activities	Camp Mohican, Blairstown, NJ
Heather Heslin	Community Outreach experiences	Warren Haven Nursing Home, Oxford, NJ
LeeAnn Kubbishun	Alternative Students for incentive activity	Oakwood Lanes, Washington, NJ

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*4. Motion to approve the following Travel and Conference Requests:

<b>NAME</b>	<b>TITLE</b>	<b>LOCATION</b>	<b>COST</b>
Earl C. Clymer	NJSBA Convention	Atlantic City, NJ	Registration, lodging, mileage & incidentals
Terrence Dolan	NJ Association of School Psychologists Winter Conference	East Windsor, NJ	\$110. Registration + Mileage
Margaret Devine	Rutgers Gifted Conference 2015	Rutgers University	\$175. Registration + Mileage

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*5. Motion to approve the submission of the NJQSAC Statement of Assurance (SOA) responses for the school year 2015-2016 school year and the District Performance Review (DPR) for the 2014-2015 school year to the New Jersey Department of Education.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

### **III. Budget and Finance**

\*1. The Warren Hills Regional Board of Education approves the September, 2015 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 September, 2015; 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.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*2. Motion to approve transfers for the month of September.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*3. Motion to approve a parent contract for student transportation for the 2015-2016 school year to transport Warren Hills special education student 05-16 to Stepping Stone School in the amount of \$2,988.00.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*4. Motion to approve refunding \$14,220 to the N.J. Department of Education for unspent funds not requested by the non-public schools under Chapters 192/193, Nursing Services, Textbooks and Technology during the 2014-15 school year.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*5. Motion to approve Rider to the Agreement between the Warren Hills Regional School District Board of Education and Maxim Healthcare Services, Inc., with clarifications to the original of which was approved on September 22, 2015, per attorney recommendation, at no additional cost to the board.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*6. Motion to appoint Schenck, Price, Smith & King as special counsel to the Board of Education for intellectual property-related matters, effective immediately, at the hourly rate of \$325.00 per hour. The Board President is authorized to execute the retainer agreement with the law firm.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*7. Motion to acknowledge the anticipated purchase of Genesis Student Information System, which is copyrighted, proprietary software at an annual cost of \$30,000, with a one-time \$1,500 set up fee. The setup/implementation for the 2016-2017 school year will commence no later than December 1, 2015. Purchase of this software is anticipated to be appropriated in the 2016-2017 budget, effective July 1, 2016.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

I. Citizens Participation

J. Executive Session – as indicated by items **a. c., g. h. and i.** 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 may be taken.

K. Convene to Executive Session - \_\_\_\_\_ p.m.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

L. Reconvene - \_\_\_\_\_ p.m.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

M. Adjournment - \_\_\_\_\_ p.m.  
(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

**\*Roll Call**