WARREN HILLS REGIONAL BOARD OF EDUCATION

October 18, 2016

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order - Mr. Richard Havrisko

B. Roll Call - Mrs. Estrella Molinet

<table>
<thead>
<tr>
<th>Linda Feller</th>
<th>Kathleen Halpin</th>
<th>Patrick O’Malley</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donna Golda</td>
<td>Christopher Hamler</td>
<td>Richard Young</td>
</tr>
<tr>
<td>Jennifer Knittel</td>
<td>Lisa Marshall</td>
<td>Richard Havrisko</td>
</tr>
</tbody>
</table>

EXECUTIVE SESSION- 6:30 p.m.  (If Necessary)
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.

C. Convene to Executive Session _____________p.m.

(Motion______________Second______________/Yes______No______Abstain______)

D. RECONVENED: 7:00 p.m.

(Motion______________Second______________/Yes______No______Abstain______)

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 to approve the Minutes of the October 4, 2016, Regular and Executive Session meetings:

(Motion_______________Second_______________/Yes______No______Abstain______)

F. Communications – Mrs. Estrella Molinet

G. Citizens Participation – concerning action items.

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

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

I. Committee Reports

<table>
<thead>
<tr>
<th>Committee</th>
<th>Date</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget &amp; Finance</td>
<td>10/18/16</td>
<td>By Chair: Mrs. Golda</td>
</tr>
<tr>
<td>Buildings &amp; Grounds</td>
<td>No meeting</td>
<td>By Chair: Mr. Havrisko</td>
</tr>
<tr>
<td>Education &amp; Policy</td>
<td>10/18/16</td>
<td>By Chair: Mrs. Marshall</td>
</tr>
<tr>
<td>Personnel</td>
<td>No meeting</td>
<td>By Chair: Mr. Havrisko</td>
</tr>
<tr>
<td>Student Activities &amp; Transportation</td>
<td>No meeting</td>
<td>By Chair: Mr. O’Malley</td>
</tr>
<tr>
<td>Technology</td>
<td>10/06/16</td>
<td>By Chair: Mr. Young</td>
</tr>
</tbody>
</table>
J. Action Items

I. Personnel

*1. Motion to approve the following resolution:

Resolved upon recommendation of the superintendent, offer of employment to Richard Marczi, Paraprofessional, is hereby rescinded effective immediately due to failure to sign employment contract and obtain requisite testing and medical examination.

(Motion_______________Second_______________/Yes______No______Abstain______)

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

<table>
<thead>
<tr>
<th>Code No.</th>
<th>Name</th>
<th>Nature of Action</th>
<th>Position</th>
<th>Salary</th>
<th>Location</th>
<th>Date Effective</th>
<th>Date Terminated</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Zachary Blackwood</td>
<td>Approve</td>
<td>Paraprofessional</td>
<td>$23.88/hour</td>
<td>Middle School</td>
<td>1/3/17</td>
<td>6/30/17</td>
<td>Title I Grant Funded - Hourly not to exceed 5 days per week 5.75 hours per day</td>
</tr>
<tr>
<td>2</td>
<td>Joseph Schwind</td>
<td>Approve</td>
<td>Substitute Custodian</td>
<td>$14/hour</td>
<td>District</td>
<td>10/19/16</td>
<td>6/30/17</td>
<td>All paperwork complete and on file</td>
</tr>
<tr>
<td>3</td>
<td>Richard Laubach</td>
<td>Approve</td>
<td>Substitute Custodian</td>
<td>$14/hour</td>
<td>District</td>
<td>10/2016</td>
<td>6/30/17</td>
<td>Pending receipt of background check</td>
</tr>
<tr>
<td>4</td>
<td>John Amey</td>
<td>Approve</td>
<td>Event Security</td>
<td>$40/hour</td>
<td>District</td>
<td>10/19/16</td>
<td>6/30/17</td>
<td>All paperwork complete and on file</td>
</tr>
<tr>
<td>5</td>
<td>Jeffrey Dugan</td>
<td>Approve</td>
<td>Event Security</td>
<td>$40/hour</td>
<td>District</td>
<td>10/2016</td>
<td>6/30/17</td>
<td>Pending receipt of background check</td>
</tr>
<tr>
<td>6</td>
<td>Patrick Gooley</td>
<td>Approve</td>
<td>Event Security</td>
<td>$40/hour</td>
<td>District</td>
<td>10/2016</td>
<td>6/30/17</td>
<td>Pending receipt of background check</td>
</tr>
<tr>
<td>7</td>
<td>Joseph Sciortino</td>
<td>Approve</td>
<td>Event Security</td>
<td>$40/hour</td>
<td>District</td>
<td>10/2016</td>
<td>6/30/17</td>
<td>Pending receipt of background check</td>
</tr>
</tbody>
</table>

(Motion_______________Second_______________/Yes______No______Abstain______)

*3. Motion to approve the following adjustments, stipends:

<table>
<thead>
<tr>
<th>Code No.</th>
<th>Name</th>
<th>Position</th>
<th>Degree/Step No. of Hrs.</th>
<th>Salary/Stipend</th>
<th>Location</th>
<th>Date Effective</th>
<th>Date Terminated</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Jeremy Willis</td>
<td>Volunteer TSA Advisor</td>
<td>N/A</td>
<td>N/A</td>
<td>High School</td>
<td>10/19/16</td>
<td>6/30/17</td>
<td>Warren County Community College student under the direction of Mr. Kavcak</td>
</tr>
<tr>
<td>2</td>
<td>Amanda Roberts</td>
<td>20 hours observation</td>
<td>N/A</td>
<td>N/A</td>
<td>High School</td>
<td>10/19/16</td>
<td>N/A</td>
<td>Warren County Community College student under the direction of Mr. Kavcak</td>
</tr>
</tbody>
</table>

(Motion_______________Second_______________/Yes______No______Abstain______)

October 18, 2016
**4. Motion to approve the following Amended Leave of Absence:**

<table>
<thead>
<tr>
<th>Code No.</th>
<th>Name</th>
<th>Reason</th>
<th>Position</th>
<th>Location</th>
<th>Leave Start Date</th>
<th>Sick Days to be used</th>
<th>Unpaid FMLA Start Date</th>
<th>Unpaid NJFLA Start Date</th>
<th>Unpaid Leave without Benefits</th>
<th>Return Date</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ingrid Garofalo</td>
<td>Maternity</td>
<td>Social Studies Teacher</td>
<td>High School</td>
<td>09/06/2016</td>
<td>58</td>
<td>12/1/16 – date change</td>
<td>12/1/16</td>
<td>N/A</td>
<td>09/01/17</td>
<td>Benefits are waived</td>
</tr>
</tbody>
</table>

(Motion_______________Second_______________/Yes______No______Abstain______)

**II. Education and Policy**

*1. Motion to accept the annual Vandalism & Violence Report for the school year 2015-2016 as reported by the superintendent.

(Motion_______________Second_______________/Yes______No______Abstain______)

*2. Motion to acknowledge the administrative decision regarding the following HIB cases:

- MS – 16-17 – 001, 002 & 003
- HS - 16-17 – none

(Motion_______________Second_______________/Yes______No______Abstain______)

*3. Motion to approve the **first reading** of the following revised policy for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

P  **5460** – High School Graduation

(Motion_______________Second_______________/Yes______No______Abstain______)

*4. Motion to approve the **second and final reading** of the following revised policies and regulations for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

P  **1140** - Affirmative Action Program
P&R **2431** - Athletic Competition
P  **3351** - Healthy Workplace Environment
P  **4351** - Healthy Workplace Environment
P&R **5111** - Eligibility of Resident/Nonresident Students
P&R **5701** - Academic Integrity/Plagiarism
P  **5756** - Transgender Students

(Motion_______________Second_______________/Yes______No______Abstain______)

October 18, 2016  4
*5. Motion to approve the following travel and conference requests:

<table>
<thead>
<tr>
<th>Code No.</th>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Cost/Mileage</th>
<th>Date and Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Christal Barr, Luanne Ferenci, Shannon Klinder &amp; Courtney Flowers</td>
<td>EBD Professional Day</td>
<td>High School</td>
<td>N/A</td>
<td>November 17, 2016</td>
</tr>
<tr>
<td>4</td>
<td>Sandra Young</td>
<td>New Jersey Science Convention</td>
<td>Princeton, NJ</td>
<td>$175. Registration + Mileage</td>
<td>October 25, 2016</td>
</tr>
</tbody>
</table>

(Motion________________Second_________________/Yes______No______Abstain______)

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Requested by:</th>
<th>Trip</th>
<th>Board of Education Cost</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mary Louise Rowlin</td>
<td>MD/ED/AU Classes to Pumpkin Patch</td>
<td>Transportation &amp; Nurse</td>
<td>$10. Admission Per Student/MS &amp; HS Classes</td>
</tr>
<tr>
<td>2</td>
<td>Jennifer Giamoni</td>
<td>Peer Leadership to 2016 Teen Summit</td>
<td>Transportation</td>
<td>Peer Leadership Program</td>
</tr>
<tr>
<td>3</td>
<td>Amanda Best</td>
<td>LD 7th/8th grade Science classes</td>
<td>Transportation</td>
<td>$12. Admission Per student</td>
</tr>
<tr>
<td>4</td>
<td>Debra Rokosny</td>
<td>HS Genocide Class to presentation</td>
<td>Transportation</td>
<td>Presentation by survivors of the Holocaust</td>
</tr>
</tbody>
</table>

(Motion________________Second_________________/Yes______No______Abstain______)

III. Budget and Finance

*1. The Warren Hills Regional Board of Education approves the August, 2016 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 August, 2016; 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 the bill list for the period September 21, 2016 through September 30, 2016, including September 2016 payrolls, in the amount of $2,391,036.32.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*3. Motion to approve transfers in the amount of $254,677.79 for the month of August, 2016.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*4. Motion to approve KidsPeace to perform tutorial services for Student #2021148 for the period August 30, 2016 through September 9, 2016, in the amount of $240.00 and Professional Education Services, Inc., to perform educational instruction services for the period September 13, 2016 through October 7, 2016, at the rate of $41.00 per hour, not to exceed a total of 2 hours per day.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*5. Motion to approve Professional Education Services, Inc., to perform educational instruction services for Student #2020027, commencing September 29, 2016 through October 7, 2016, at the rate of $41.00 per hour, not to exceed a total of 2 hours per day.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*6. Motion to approve the submission of the No Child Left Behind [NCLB] final reports for Title I and Title II for the 2015-16 school year.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*7. Motion to approve the reroofing and gutter replacement of the bus compound at the MS by Heavy Duty Home Improvement, the lowest of 3 quotes at a cost of $22,580.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*8. Motion to approve an agreement with Learn by Doing, Inc. for online study materials in academic subjects for the Gifted & Talented program for the 2016-2017 school year in the amount of $3,200.00.

(Motion____________Second_____________/Yes_____No_____Abstain______)

*9. Motion to approve Change Order No. 1 with DeSapio Construction Co. in connection with the Toilet Room Renovations at Warren Hills Regional High School & Middle School in the amount of $5,150.72 for material and labor.

(Motion____________Second_____________/Yes_____No_____Abstain______)

October 18, 2016  6
K. Citizens Participation

L. **Second Executive Session**

**EXECUTIVE SESSION** (If Necessary)
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:

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.

M. **Convene to Second Executive Session** _____________ p.m.

(Motion_____________Second_____________/Yes_____No_____Abstain______)

N. **Reconvene** _____________ p.m.

(Motion_____________Second_____________/Yes_____No_____Abstain______)

O. **Adjournment** _____________ p.m.

(Motion_____________Second_____________/Yes_____No_____Abstain______)

*Roll Call*