

**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

Linda Feller	Kathleen Halpin	Patrick O’Malley
Donna Golda	Christopher Hamler	Richard Young
Jennifer Knittel	Lisa Marshall	Richard Havrisko

**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

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Budget & Finance	10/18/16	By Chair: Mrs. Golda
Buildings & Grounds	No meeting held	By Chair: Mr. Havrisko
Education & Policy	10/18/16	By Chair: Mrs. Marshall
Personnel	No meeting held	By Chair: Mr. Havrisko
Student Activities & Transportation	No meeting held	By Chair: Mr. O’Malley
Technology	10/06/16	By Chair: Mr. Young

J. Action Items

I. Personnel

**\*1. Motion to approve the following resolution:**

Resolved upon recommendation of the superintendent, offer of employment to Richard Mardzi, 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:**

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

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

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

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

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

**\*4. Motion to approve the following Amended Leave of Absence:**

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

(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 \_\_\_\_\_)

\*5. Motion to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Christal Barr, Luanne Ferenci, Shannon Klinder & Courtney Flowers	EBD Professional Day	High School	N/A	November 17, 2016
2	Diane DeVivo	N.J. Science Convention	Princeton, NJ	\$175. Registration + Mileage	October 25, 2016
3	Brigitte Burstein, Renee Smola, David Garcia Jacqueline Gibbs, Jeremy Willis, Ilona DiCosmo, Elizabeth Nicolosi & Jodi Edmonds	The Summit on Professional Learning Communities at Work	Phoenix, Arizona	\$729. Registration each [State Aid + Title II Grant Funds] transportation, hotel + incidentals	February 22-24, 2017
4	Sandra Young	New Jersey Science Convention	Princeton, NJ	\$175. Registration + Mileage	October 25, 2016

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

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

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

(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 \_\_\_\_\_)

**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**