

**Warren Hills Regional
Board of Education
Regular Meeting
October 18, 2016**

The Warren Hills Regional Board of Education met in a Regular Meeting on October 18, 2016 at 6:36 p.m. in the Board Meeting Room.

Call to Order The meeting was called to order by Richard Havrisko, President.

Roll Call Roll call was taken by Estrella Molinet. Members present were Linda Feller, Donna Golda, Kathleen Halpin, Christopher Hamler, Richard Havrisko, Jennifer Knittel, Lisa Marshall, Patrick O'Malley and Richard Young. Also present were Earl C. Clymer, Estrella Molinet and Dennis Mack.

Executive Session Moved by Kathleen Halpin and seconded by Patrick O'Malley to go into Executive Session 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.

Ayes 9 Nays 0

The Board entered into Executive Session at 6:36 p.m.

Reconvene Moved by Kathleen Halpin and seconded by Lisa Marshall to reconvene into open session at 7:04 p.m.

Ayes 9 Nays 0

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 providing academic and co-curricular opportunities to become successful, productive members of the global community.

Pledge of Allegiance

Minutes Moved by Donna Golda and seconded by Patrick O’Malley to approve the Minutes of the Regular and Executive Session meetings of October 4, 2016.

Ayes 8 Nays 0
Abstain 1 (Hamler)

Comm. Communications: None.

Citizens Citizens Participation: None.
Part

Student Student Report – Student Council Representatives:
Report

Middle School:

Aiden O’Leary – Student Representative
Congratulations to Mrs. Silvis for receiving the NJASC Advisor of the Year Award.

School spirit is high at the MS. The school store is selling out of WH items quickly.

MS students are participating in a mock election activity.

Mr. David Flood will be a guest speaker for all MS students on Friday October 21 as part of the week of respect.

The students are preparing for the Red Ribbon week activities during the week of October 24-28.

The Faculty Advisory Council will be meeting this week with Mr. Turkowski.

Friday is Pink Out day for the MS students and staff.

High School:

Nicole Smith – Student Council President

FFA members attended the LEAD conference.

Student Council traveled to TCNJ as part of the NJSOARS program.

The homecoming dance will be this Saturday night and the Football game on Friday night. The King and Queen will be announced at the football game.

The National Honor Society is sponsoring the tailgate competition prior to the football game Friday night.

The HS is participating in their Red Ribbon and Week of Respect activities this week.

The Debate Team performed very well during the Princeton Moot Court competition.

The Field Hockey team will play in the finals of the Hunterdon-Warren-Sussex county tournament on Saturday.

On October 7th the SAVE club promoted gardening by visiting different groups in Washington Boro.

Board Goals 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*

Supt's Report

Superintendent's Report: Earl C. Clymer, III

District News and Information:

Samuel Teets – HS Senior has been selected as a Complete Athlete Award Finalist. Sam is being recognized for his academic and athletic talents. Sam will attend the banquet in Bridgewater with an opportunity to win a scholarship. The banquet will be held on November 6th.

From the office of Curriculum:

Program of Studies: The first draft is underway after discussion on new course proposals and a course audit.

AP PLC Forum: The first PLC forum was held on 10/6 with wonderful feedback and appreciation from the AP teachers on the opportunity to discuss programs and best practices and strategies. The next forum will focus on incorporating an online AP resource for simulations, Albert.IO, and is scheduled for 12/1. A presenter from Albert.IO will be doing the trainings. Several AP teachers piloted this last year, and the case studies in the literature are excellent.

WH Cluster Content Articulation meetings: Art, Music, Social Studies and Science half-day cluster meetings were held last week and topics included planning the Elementary Fine Arts Showcase, developing a grade 4 to grade 12 research paper continuum, and discussing the Next Generation Science Standards implementation.

QSAC: The initial discussion produced a draft of the Statement of Assurance and the Facilities Checklist is in progress. The QSAC SOA must be submitted no later than November 15. A motion to approve will be on the November 1 BOE meeting agenda.

MS Teacher & Student Council Advisor, Nicole Silvis, was recognized as the New Jersey Association of Student Council's (NJASC) Advisor of the year. Nicole received the award last week at the State NJASC conference at Six Flags.

Professional Learning Communities (PLC's)

CORE Team –

Initial meeting held on 10/10

Out of State Travel Request submitted to Executive County Superintendent on 10/17

MS & HS toilet room renovations. – **PICTURES**

ASSA October 15th Report: The snapshot for the October 14th report was taken on Friday with 0 errors. State Financial Aid

WH email account for all correspondence - Discussion

New Board Member Orientation:

All communication through Superintendent

Direction provided to ensure consistency

OPRA

How agendas are built

Role/Purpose of the Board member

Financial Reports

Board Secretary

Treasurer's Report

NJASA Legal Workshop Series: Part 1 of 3 – Governance – October 13, 2016

Summary of presentation

Comm.
Reports

Committee Reports:

Budget and Finance met tonight regarding training, survey format and questions on the agenda.

Education and Policy met tonight to review the first reads on the agenda. Random drug testing policy needs to be done. They still have to work on

Medical Marijuana policy, Booster Club policy, and Use of Facilities. They also discussed project graduation.

Technology Committee met on October 6th and discussed the demo of Thought Exchange Vehicle.

Mr. Clymer recommended all personnel items.

I. PERSONNEL

Rescind Moved by Kathleen Halpin and seconded by Lisa Marshall to
Employment 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.

ROLL CALL VOTE: Ayes 9 Nays 0

Appoint- Moved by Kathleen Halpin and seconded by Lisa Marshall to
ments 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	10/19/16	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	6/30/27	Pending receipt of background check

ROLL CALL VOTE: Ayes 9 Nays 0

Stipends Moved by Kathleen Halpin and seconded by Lisa Marshall 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

ROLL CALL VOTE: Ayes 9 Nays 0

Leave of Absence Moved by Kathleen Halpin and seconded by Lisa Marshall 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

ROLL CALL VOTE: Ayes 9 Nays 0

II. EDUCATION AND POLICY

Vandalism & Violence Moved by Lisa Marshall and seconded by Patrick O'Malley to accept the annual Vandalism & Violence Report for the school year 2015-2016 as reported by the superintendent.

ROLL CALL VOTE: Ayes 9 Nays 0

HIB Moved by Lisa Marshall and seconded by Patrick O'Malley to acknowledge the administrative decision regarding the following HIB cases:

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

ROLL CALL VOTE: Ayes 9 Nays 0

Policies Moved by Lisa Marshall and seconded by Patrick O'Malley 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

ROLL CALL VOTE: Ayes 9 Nays 0

Policies

Moved by Lisa Marshall and seconded by Patrick O'Malley 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

ROLL CALL VOTE: Ayes 9 Nayes 0

Travel &
Conference

Moved by Lisa Marshall and seconded by Patrick O'Malley to approve the following travel and conference requests:

Code	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	New Jersey 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, 2016
4	Sandra Young	New Jersey Science Convention	Princeton, NJ	\$175. Registration + Mileage	October 25, 2016

ROLL CALL VOTE: Ayes 9 Nayes 0

Field Trip
Requests

Moved by Lisa Marshall and seconded by Patrick O'Malley to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion/Destination
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 th /8 th grade Science classes	Transportation	\$12. Admission Per student
4	Debra Rokosny	HS Genocide Class to presentation	Transportation	Presentation by survivors of the Holocaust

ROLL CALL VOTE: Ayes 9 Nayes 0

III. BUDGET AND FINANCE

Financial Reports Moved by Donna Golda and seconded by Christopher Hamler to approve 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.

ROLL CALL VOTE: Ayes 9 Nayes 0

Bills Moved by Donna Golda and seconded by Christopher Hamler to approve the bill list for the period September 21, 2016 through September 30, 2016 in the amount of \$2,391,036.32.

ROLL CALL VOTE: Ayes 9 Nayes 0

Transfers Moved by Donna Golda and seconded by Christopher Hamler to approve transfers in the amount of \$254,677.79 for the month of August, 2016.

ROLL CALL VOTE: Ayes 9 Nayes 0

Tutoring Services Moved by Donna Golda and seconded by Christopher Hamler 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.

ROLL CALL VOTE: Ayes 9 Nayes 0

Instruction Services Moved by Donna Golda and seconded by Christopher Hamler 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.

ROLL CALL VOTE: Ayes 9 Nayes 0

NCLB
Reports

Moved by Donna Golda and seconded by Christopher Hamler 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.

ROLL CALL VOTE: Ayes 9 Nayes 0

Roofing
Services

Moved by Donna Golda and seconded by Christopher Hamler 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.

ROLL CALL VOTE: Ayes 9 Nayes 0

Study
Materials

Moved by Donna Golda and seconded by Christopher Hamler 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.

ROLL CALL VOTE: Ayes 9 Nayes 0

Change
Order

Moved by Donna Golda and seconded by Christopher Hamler 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.

Citizens
Part.

Citizens Participation: None.

Executive
Session

Moved by Lisa Marshall and seconded by Donna Golda to go into Executive Session.

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) 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.

Ayes 9 Nayes 0

The Board entered into Executive Session at 8:04 p.m.

Reconvene Moved by Kathleen Halpin and seconded by Linda Feller to reconvene into open session at 8:29 p.m.

Ayes 9 Nays 0

Adjournment Moved by Linda Feller and seconded by Christopher Hamler to adjourn at 8:29 p.m.

Ayes 9 Nays 0

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

dmg