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  Nayes 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  Nayes 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-

Minutes October 18, 2016
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**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  Nayes 0  
Abstain 1 (Hamler)

**Comm. Communications:**  None.

**Citizens Participation:**  None.

**Student 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


  - Summary of presentation

**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 Nayes 0

Appointments Moved by Kathleen Halpin and seconded by Lisa Marshall 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>10/19/16</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>6/30/27</td>
<td>Pending receipt of background check</td>
</tr>
</tbody>
</table>

ROLL CALL VOTE: Ayes 9 Nayes 0

Stipends Moved by Kathleen Halpin and seconded by Lisa Marshall to approve the following adjustments, stipends:

Minutes October 18, 2016
**ROLL CALL VOTE:**

**Leave of Absence**

Moved by Kathleen Halpin and seconded by Lisa Marshall 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 Leave</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>

**II. ** EDUCA TION 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 Nayes 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 Nayes 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 Nayes 0

Minutes October 18, 2016
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:

<table>
<thead>
<tr>
<th>Code</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 Klinger &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>2</td>
<td>Diane DeVivo</td>
<td>New Jersey Science Convention</td>
<td>Princeton, NJ</td>
<td>$175. Registration + Mileage</td>
<td>October 25, 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>

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:

<table>
<thead>
<tr>
<th>Code</th>
<th>Requested by:</th>
<th>Trip</th>
<th>Board of Education Cost</th>
<th>Discussion/Destination</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>

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   Nayes  0

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

Ayes  9   Nayes  0

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

dmg