

**Warren Hills Regional  
Board of Education  
Regular Meeting  
October 20, 2015**

The Warren Hills Regional Board of Education met in Regular Meeting on October 20, 2015 at 7:00 p.m. in the Board Meeting Room.

Call to Order

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

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

Roll Call

Roll call was taken by Abigail E. Kutz. Members present were Daniel Brundage, Linda Feller, Donna Golda, Kathleen Halpin, Richard Havrisko, Lisa Marshall and Richard Young. Also present were Gary R. Bowen and Abigail E. Kutz.

Minutes

Moved by Lisa Marshall and seconded by Donna Golda to approve the Minutes of the Regular and Executive Session meetings of October 6, 2015.

Ayes 7      Nays 0

Comm.

Communications:      None.

Citizens Part Supt's Report

Citizens Participation: None.

Superintendent's Report:

Superintendent's Report - Dr. Gary R. Bowen

**Good News and Progress**

- The NJASC (New Jersey Association of Student Councils) Fall Business Meeting met on October 13, 2015 at The College of NJ, where Mrs. Patricia Hetrick, Warren Hills Regional Middle School Principal, was awarded Administrator of the Year. The prestigious award is voted on by the students on the State Executive Board and selected from nominees all over the State of New Jersey.
- Out District secretaries enjoyed a Professional Development Workshop that was held on October 12.
- Our Middle and High School Spirit week will be October 26-30 noting that Key Club's first-ever Homecoming Tailgate Competition will occur on Friday, October 30<sup>th</sup>.
- Mrs. Best and Mrs. Rader, using their HIPP Grant funds, recently brought students to the Liberty Science Center, where students had the opportunity to witness a kidney transplant being performed by a doctor who was able to answer their questions while operating! Students were amazed and learned a great deal about organ donation from this unique experience.
- Our District athletic teams continue to excel in all sports both in their win-loss records and in sportsmanship and teamwork.
- Free electronic resources and complete access to a variety of papers, including the Express-Times and the Star Ledger. This year, The Express-Times launched a new all digital News in Education program guaranteed to engage today's connected kids.
  - An exact paperless replica of the printed newspaper ready to read at 5 a.m. every morning
  - The ability to translate any story into one of 64 languages
  - An option to listen to an audio reading of any story
  - 24/7 access to the website activities and digital newspaper so students can continue the learning experience at home
- Eight Warren Hills FFA members attended a State FFA Leadership Conference titled "Leadership Experience and Development" Conference. Six of these members are serving as officers that attended the "Chapter Officer Leadership Training" portion of the Conference. Brittany Smith won the Outstanding Chapter President Award for her leadership at the Conference. Steven Monahan won the Outstanding 1<sup>st</sup> Year Officer Award for his leadership throughout the Conference.
- The Middle School Health and Physical Education Department began its first ever Archery unit in October. The program is supported through the National Archery in Schools Program (NASP), who provided Basic Instructor training in the spring and equipment to start the unit.

Students could choose Archery, and they have been enjoying the challenge of this new skill.

- Violence and Vandalism power point presentation by Dr. Bowen

Comm.  
Reports

Committee Reports:

Mrs. Marshall reported that Ed and Policy met and discussed the following:

- Program of Studies
- Genesis System in place of Infinite Campus. Administrators/technology visiting Belvidere to look at system.
- Parameters for final exams
- AP Course failure rate – need more information from Mr. Mack and Mrs. Moore
- Grading system change – leave same, too late for this year
- Master Schedule
- Independent Study
- Class Rank for seniors
- Parameters for final exams

The next meeting will be November 10, 2015.

Personnel Committee met to review proposed contract for Administrators, Assistant Superintendent and Superintendent.

Mr. Brundage reported that Student Activities Committee met. A new club has been approved and an Assistant Advisor has been requested for Project First Robotics. They also reviewed the Use of Facilities chart.

Dr. Bowen recommended all personnel items.

**I. PERSONNEL**

Employ G. Bowen Moved by Kathleen Halpin and seconded by Daniel Brundage to approve a replacement contract of the Interim Superintendent of Schools, Dr. Gary R. Bowen, from July 1, 2015 through June 30, 2016, at a prorated salary of \$157,500.

ROLL CALL VOTE: Ayes 7 Nays 0

Assistant Superintendent Moved by Kathleen Halpin and seconded by Daniel Brundage to approve Earl C. Clymer as Assistant Superintendent of Schools for the period November 2, 2015 through June 30, 2016, at a prorated salary of \$137,000.

ROLL CALL VOTE: Ayes 7 Nays 0

Interim  
Principal

Moved by Kathleen Halpin and seconded by Daniel Brundage to approve Dennis Mack as the Interim High School Principal/Interim Guidance Director for the period November 2, 2015 through June 30, 2016, at a per diem salary of \$550.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Choreo-  
grapher

Moved by Kathleen Halpin and seconded by Daniel Brundage to approve Jennifer Cagnassola as the Choreographer for the drama club for the 2015-2016 school year on Tier 4, with a stipend of \$2,900.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Advisors

Moved by Kathleen Halpin and seconded by Daniel Brundage to approve Deana Marie Turner and Carmello Chiara as Co-Advisors for the National Honor Society for the 2015-2016 school year on Tier 3, with a stipend of \$1,650 each.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Assistant  
Advisor

Moved by Kathleen Halpin and seconded by Daniel Brundage to acknowledge the posting of the position of Assistant Advisor for Robotics Club for the 2015-2016 school year. This Assistant Advisor opportunity is a new process for a new position created in the Collective Bargaining Agreement between the WHREA and the Board of Education.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Employ  
T. Morgan

Moved by Kathleen Halpin and seconded by Daniel Brundage to approve Tiffany Morgan as a custodian at the middle school for the 2015-2016 school year, with a salary of \$29,120, effective October 21, 2015.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Coaches

Moved by Kathleen Halpin and seconded by Daniel Brundage to approve employment of the attached list of winter coaching staff and stipends for the 2015-2016 school year.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Substitute  
Teachers

Moved by Kathleen Halpin and seconded by Daniel Brundage to approve the following individuals for addition to our substitute teachers list for the 2015-2016 school year:

Jennifer Cagnassola   William Gunner       Joshua LaReddola  
Keith Alder           Robert Payne

ROLL CALL VOTE:           Ayes 7           Nayes 0

Substitute Secretary Moved by Kathleen Halpin and seconded by Daniel Brundage to approve Lillian Ortiz as a substitute secretary for the 2015-2016 school year.

ROLL CALL VOTE: Ayes 7 Nays 0

Volunteer Coaches Moved by Kathleen Halpin and seconded by Daniel Brundage to approve the following volunteer coaches 2015-2016 school year:

Wrestling: Daryl Detrick Michael Arminio Boys Basketball: Nicholas Perkalis

Girls Basketball: Anthony Bonelli

ROLL CALL VOTE: Ayes 7 Nays 0

## II. EDUCATION AND POLICY

Vandalism & Violence Moved by Lisa Marshall and seconded by Donna Golda to accept the annual Vandalism & Violence Report for the school year 2014-2015 as reported by the superintendent.

ROLL CALL VOTE: Ayes 7 Nays 0

Policy Moved by Lisa Marshall and seconded by Donna Golda to approve the second and final reading of revised Policy #2320, INDEPENDENT STUDY, for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent.

ROLL CALL VOTE: Ayes 7 Nays 0

Policy Moved by Lisa Marshall and seconded by Donna Golda to approve the first 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, as amended.

ROLL CALL VOTE: Ayes 7 Nays 0

Abolish Regulations Moved by Lisa Marshall and seconded by Donna Golda to abolish Warren Hills Regional board Regulation #8540, SCHOOL NUTRITION PROGRAMS in accordance with Strauss Esmay policy advisory.

ROLL CALL VOTE: Ayes 7 Nays 0

HIB Moved by Lisa Marshall and seconded by Donna Golda to affirm the administrative decisions regarding the following HIB cases:

MS – 15-16 – none

HS – 15-16 – none

ROLL CALL VOTE:           Ayes 7       Nayes 0

Field Trip  
Requests

Moved by Lisa Marshall and seconded by Donna Golda to approve the following Field Trip Requests:

<b>Requested by:</b>	<b>Trip</b>	<b>Location</b>
Lauren Voight	Select Choir to perform at NYC Empire State Building	New York, NY
Deborah Rokosny	Genocide Classes & Human Rights Club to survivor presentations	Raritan Valley Community College, Branchburg, NJ
Heather Heslin	MD classes for community outreach	United Methodist Church, Washington, NJ

ROLL CALL VOTE:           Ayes 7       Nayes 0

Travel &  
Conference

Moved by Lisa Marshall and seconded by Donna Golda to approve the following Travel and Conference Requests:

<b>NAME</b>	<b>TITLE</b>	<b>LOCATION</b>	<b>COST</b>
Dawn Moore, Keith Dennison & Jeffrey Steele	Demystifying PARCC Date Reports	FEA, Monroe Township, NJ	\$149. Registration each + mileage
Jesse O’Neill & Patrick O’Brien	NJ Council for History Education Annual Conference	Princeton University	\$75. Registration each + mileage

ROLL CALL VOTE:           Ayes 7       Nayes 0

**III. BUDGET AND FINANCE**

Financial  
Reports

Moved by Donna Golda and seconded by Kathleen Halpin to approve the August, 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 August, 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.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Bills                        Moved by Donna Golda and seconded by Kathleen Halpin to approve the regular bill list in the amount of \$3,494,099.59.

ROLL CALL VOTE:           Ayes 7           Nayes 0  
                                  Abstain 1 (Young as to Delta Dental only)  
                                  Abstain 1 (Marshall as to Washington Twp only)

Transfers                 Moved by Donna Golda and seconded by Kathleen Halpin to approve transfers.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Student Activities        Moved by Donna Golda and seconded by Kathleen Halpin to approve Student Activity Transactions for the month of September, 2015.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Tuition Contract         Moved by Donna Golda and seconded by Kathleen Halpin to approve a Special Education Tuition Contract for Student 30-16 to attend Red Bank Regional High School for the 2015-2016 school year, commencing September 3, 2015, in the amount of \$18,900.00.

ROLL CALL VOTE:           Ayes 7           Nayes 0

WCSSSD Aides             Moved by Donna Golda and seconded by Kathleen Halpin to approve Memorandum of Agreement with Warren County Special Services School District for two additional aides; Student #2918439 in the amount of \$34,200.00, prorated, and student #2018430, in the amount of \$34,200.00, prorated, commencing September 30, 2015.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Joint Transportation     Moved by Donna Golda and seconded by Kathleen Halpin to approve Resolution for Participation in Joint Transportation with Sussex County Regional Cooperative for the 2015-2016 school year, representing a 2% administration fee reduction. [previously approved with a 4% administration fee]

ROLL CALL VOTE:           Ayes 7           Nayes 0

Murray  
Resolution

Moved by Donna Golda and seconded by Kathleen Halpin to approve the following Resolution as prepared by William Schroeder, CPA, Nisivoccia, LLP:

Due to the tragic passing of Evan Murray, the Board of Education has been, and in the future, may continue to receive donations in Evan's memory. Since the family of Evan Murray has indicated that they are establishing a Not for Profit Scholarship Trust Account, the Board does hereby authorize its financial administration to deposit all such applicable funds received into a separate designated student activities account and then remit all such funds to the family's Not for Profit Trust on a monthly basis. This monthly disbursements is to be approved by the Board of Education as part of its usual monthly bill list from the student activity fund.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Maintenance  
Plan

Moved by Donna Golda and seconded by Kathleen Halpin to approve the Annual Required Maintenance Budget Amount Worksheet [Form M-1] and the FY 2015-2016 Comprehensive Maintenance Plan.

ROLL CALL VOTE:           Ayes 7           Nayes 0

IDEA  
Grant

Moved by Donna Golda and seconded by Kathleen Halpin to approve application to amend the FY16 IDEA Grant to accept prior year non-public funds as public funds in the amount of \$4,504 and further to apply for FY 15 non-public carry-over funds in the amount of \$5,090.

ROLL CALL VOTE:           Ayes 7           Nayes 0

Citizens  
Part.

Citizens Participation:       None.

Executive  
Session

Moved by Lisa Marshall and seconded by Linda Feller to go into Executive Session as indicated by item **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 item (s) which falls 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.

Ayes 7      Nays 0

The Board entered into Executive Session at 7:32 p.m.

Kristin Fox arrived.

Reconvene                      Moved by Linda Feller and seconded by Lisa Marshall to reconvene into open session at 8:33 p.m.

Ayes 8      Nays 0

Adjournment                      Moved by Linda Feller and seconded by Lisa Marshall to adjourn at 8:33 p.m.

Ayes 8      Nays 0

Abigail E. Kutz, Interim  
Business Administrator/Bd. Sec'y.

dmg