

WARREN HILLS REGIONAL BOARD OF EDUCATION

October 4, 2016

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

- A. Call to Order - Mr. Richard Havrisko
- B. Administration of oath of office – Jennifer Knittel
- C. 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.

D. Convene to Executive Session _____p.m.

(Motion_____Second_____/Yes_____No_____Abstain_____)

E. 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

F. Motion to approve the Minutes of the September 20, 2016, Regular and Executive Session meetings:

(Motion_____Second_____/Yes_____No_____Abstain_____)

G. Communications – Mrs. Estrella Molinet

H. Citizens Participation – concerning action items.

I. 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.*
- *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*

J. Committee Reports

Committee	Date	Discussion
Budget & Finance	No meeting held	By Chair: Mrs. Golda
Buildings & Grounds	10/03/16	By Chair: Mr. Havrisko
Education & Policy	10/04/16	By Chair: Mrs. Marshall
Personnel	10/04/16	By Chair: Mr. Havrisko
Student Activities & Transportation	No meeting held	By Chair: Mr. O’Malley
Technology	10/06/16	By Chair: Mr. Young

K. Action Items

I. Personnel

***1. 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	Dawn Peluso	Approve	Paraprofessional	\$22.39/hour	Middle School	10/19/16	6/30/17	Hourly not to exceed 5 days per week 4 hours per day
2	Patricia Ross	Approve	Paraprofessional	\$23.88/hour	High School	10/5/16	6/30/17	Hourly not to exceed 5 days per week 4 hours per day
3	Kyle Marcinkowski	Approve	Paraprofessional	\$23.88/hour	Middle School	10/5/16	6/30/17	Hourly not to exceed 5 days per week 5.75 hours per day
4	Laura Smorto	Approve	Substitute	\$85/day	District	10/5/16	6/30/17	All paperwork complete and on file
5	Richard Patricia	Rescind	Independent Study Advisor	N/A	High School	10/3/16	N/A	Rescind board motion of 9/6/16, Personnel #18

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***2. 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	Mark Smith	Assistant Archery Advisor	N/A	\$3,500	High School	N/A	N/A	Rescind Personnel 2. #11 motion of September 20, 2016
2	LeeAnn Kubbishun	Testing Coordinator	N/A	\$2,500	Middle School	10/20/16	6/30/17	PARCC & NJ ASK
3	Theresa Chapman	Testing Coordinator	N/A	\$5,000	High School	10/20/16	6/30/17	PARCC & EOY Biology
4	Sharon Fretz	Co-Advisor Outdoors Unlimited	N/A	\$1,750	High School	9/1/16	6/30/17	Stipends adjusted as per Student Activities / Transportation Comm. Meeting held 9/8/16
5	Shannon McDowell	Co-Advisor Outdoors Unlimited	N/A	\$1,750	High School	9/1/16	6/30/17	Stipends adjusted as per Student Activities / Transportation Comm. Meeting held 9/8/16
6	David Rader	Head Boys Swimming Coach	Tier 3, Step 4	\$8,720	High School			Winter Season
7	Elise Tooker	Head Girls Swimming Coach	Tier 3, Step 1	\$5,772	High School			Winter Season
8	Jennifer Cavo	Assistant Boys & Girls Swimming Coach	Tier 3, Step 1	\$4,302	High School			Winter Season

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
9	Mark Smith	TSA Advisor	Tier 4	\$2,900	High School	9/1/16	6/30/17	As per Student Activities / Transportation Comm. Meeting held 9/8/16
10	Richard Patricia	TV Show <i>The Storm</i>	Tier 4	\$2,900	High School	9/1/16	6/30/17	As per Student Activities / Transportation Comm. Meeting held 9/8/16
11	Josephine Potter	Student Council Advisor	Tier 1	\$4,100	High School	9/1/16	6/30/17	
12	Vittoria Busardo	Assistant Advisor Student Council	Tier 1	\$2,000	High School	9/1/16	6/30/17	As per Student Activities / Transportation Comm. Meeting held 9/8/16
13	Adam Slack	Volunteer Advisor TSA	N/A	N/A	High School	9/1/16	6/30/17	
14	Kimberly Eilenberger	H.O.T.T. Club Advisor	Tier 3	\$3,300	High School	9/1/16	6/30/17	Stipend amount [\$2,700] incorrect on 9/6/2016 agenda
15	Amy Alpaugh	1 classroom observation	N/A	N/A	Middle School	10/5/16	N/A	Montclair State University student under the direction of Mr. Turkowski
16	Stasha Heinrich	9 hours observation	N/A	N/A	High School	10/5/16	N/A	East Stroudsburg University student under the direction of Mr. Kavcak
17	Jessica McKeown	9 hours observation	N/A	N/A	Middle School	10/5/16	N/A	East Stroudsburg University student under the direction of Mr. Turkowski

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

II. Education and Policy

*1. Motion to approve the **first 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 _____)

*2. 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 1110** - Organization Chart
- P 2320** – Independent Study
- P 6660** – Student Activity Fund
- P 8660** – Transportation by Private Vehicle

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*3. 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	October 4, 2016 – MSA Webinar for Mid-Term Review May, 2017
2	Margaret Devine	New Jersey Association of School Librarians Fall Conference	Long Branch, NJ	\$150. Registration + Mileage	November 17 & 18, 2016
3	Lyandra Ross	NJ Council for Social Studies Annual Conf.	Rutgers University	\$80. Registration + Mileage	October 25, 2016
4	Dawn Moore & Jeffrey Steele	Uses of PARCC Data Presentation	Lenape Valley High School	Mileage	October 7, 2016
5	Jesse O’Neill	Rutgers Center for Historical Analysis	Rutgers University	\$35. Registration + Mileage	November 18, 2016
6	Jesse O’Neill	Rutgers Center for Historical Analysis	Rutgers University	\$35. Registration + Mileage	March 10, 2017
7	Mark Smith	TSA Advisor Boot Camp	TCNJ Center for Excellence, Ewing, NJ	Mileage	October 6, 2016
8	Mark Smith	NJTEEA iStem Conference and Expo	William Paterson University	\$150. Registration + Mileage	October 21, 2016
9	Jeremy Willis	NJTEEA iStem Conference and Expo	William Paterson University	\$150. Registration + Mileage	October 21, 2016
10	Jennifer Giamoni	High School Mock Trial Teachers’ Workshop	New Brunswick, NJ	Mileage	October 27, 2016
11	Earl Clymer	NJASA Legal Workshop Series	Trenton, NJ	\$400. Registration + Mileage	October 13, 2016, January 24, 2017 & March 13, 2017
12	Mark Smith	National Archery in the Schools Program	Califon, NJ	Mileage	October 10, 2016
13	Toni Manfra	Be the Best Coaches Convention	Atlantic City, NJ	\$129. Registration	January 26 & 27, 2017
14	Renee Smola	Be the Best Coaches Convention	Atlantic City, NJ	\$129. Registration + Mileage	January 26 & 27, 2017
15	Jeremy Willis	Be the Best Coaches Convention	Atlantic City, NJ	N/A	January 26 & 27, 2017
16	Estrella Molinet	NJASBO Professional Development	Rockaway, NJ	\$75. Registration per program + Mileage	October 19, November 17, December, 13, 2016 & March 16 & April 25, 2017

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
17	Earl Clymer, Christopher Kavcak, Lee Turkowski, Amanda Brown & Keith Dennison	The Summit on Professional Learning Communities at Work	Phoenix, Arizona	\$729. Registration each, transportation, hotel + incidentals	February 22-24, 2017 – Other faculty members to be approved on 10/18/16
18	Justin Latham	AP European Workshop	Norwalk, CT	\$225. Registration + Mileage	December 5, 2016
19	Earl Clymer, Dennis Mack & 7 board members	NJ School Boards Annual Workshop	Atlantic City, NJ	\$1400. Registration, hotel & incidentals	October 24, 25, 26 & 27, 2016
20	Dawn Moore, Annette Walters, Keith Dennison & Marleen O'Connor	NJ Tiered System of Supports	Monroe, NJ	\$600. Registration + Mileage	October 18, 2016, December 6, 2016 & January 13, 2017
21	Jerry Bamford	Calibration, Mixing & Measuring of Pesticides	Rutgers University	\$195. Registration + Mileage	October 26, 2016

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*4. Motion 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 & Jennifer Rohrbach	AU/MD classes Community Based Instruction	Transportation	Shop-Rite, Washington, NJ
2	Jennifer Giamoni	Debate Team to Princeton University Moot Court Fall Tournament	Transportation	\$150. per student, Princeton, NJ
3	Mary Ann McKinney	Garden State Scholastic Press Association Press Day	Transportation	\$15. per student + lunch money, Rutgers University
4	Cynthia Bamford & Kristen Chiara	NJ Key Club Rally	Transportation	Six Flags Great Adventure, Jackson, NJ
5	LeeAnn Kubbishun, John Heine, Nicole Silvis & Hope Ranalli	MS Alternative Classes to Mackey's Orchard Tour	Transportation	\$11. per student, Belvidere, NJ
6	Daryl Detrick & Trisha Nunnencamp	Computer Science Classes to Engineering Day	Transportation	New Jersey Institute of Technology, Newark, NJ
7	Adam Slack	Archery Team to national competition	Transportation, Hotel + Mileage	Louisville, Kentucky
8	Margaret Devine	HS Horizons to Poetry Festival	Transportation	NJ Performing Arts Center, Newark, NJ

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve the Nursing Services Plan for the 2016-2017 school year as per N.J.A.C. 6A:16-2.18 (B).

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*6. Motion to accept a School Bus Emergency Evacuation Drill report dated September 28, 2016.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

III. Budget and Finance

*1. Motion to approve a contract with Hybridge Learning Group to provide BCBA Supervision/Consultation, for the period September 1, 2016 through June 30, 2017, at the rate of \$135.00 per hour, not to exceed 6 hours per month.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*2. Motion to approve the following Special Education Tuition Contracts for the 2016-2017 extended and regular school year:

Student	School	Amount	Aide	Effective
28-17	Stepping Stone School	\$44,175.60	\$40,500.00	9/19/16-6/30/17
29-17	Burlington County Special Services School District	\$ 3,670.00	\$ 4,900.00	7/1/16-7/29/16
29-17	Burlington County Special Services School District	\$46,854.00		9/6/16-6/16/17
30-17	Somerset County ESC	\$51,877.00	N/A	9/7/16-6/30/17

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*3. Motion to approve a Parent Contract for Student Transportation for the 2016-17 school year to transport Warren Hills Student 2022175 to the middle school, commencing September 6, 2016, in the amount of \$1,039.00.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*4. Motion to approve a Joint Transportation Agreement with Delaware Valley Regional High School for the 2016-2017 school year to provide various field/athletic trips at the rate of \$69.35 per hour for the first four hours, then \$40.60 per hour for each additional hour billed in quarter hour increments, plus tolls and parking where applicable.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve the digital submission of the application for the Safety Grant Program through the New Jersey School Insurance Group for the purposes described in the application, in the amount of \$1,000 for the July 1, 2014 through the June 30, 2015 program period.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*6. Motion to approve the Corrective Action Plan for the state aid audit conducted by the Office of Fiscal Accountability & Compliance for the 2014-2015 school year. [attached]

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

L. Citizens Participation

M. 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.

N. Convene to Second Executive Session _____ p.m.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

O. Reconvene _____ p.m.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

P. Adjournment _____ p.m.

(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

***Roll Call**