The Warren Hills Regional Board of Education met in Regular Meeting on September 22, 2015 at 7:00 p.m. in the Board Meeting Room.

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 Linda Feller, Kristin Fox, Donna Golda, Kathleen Halpin, Christopher Hamler, Richard Havrisko, Lisa Marshall and Richard Young. Also present were Gary R. Bowen and Abigail E. Kutz.

Minutes

Moved by Donna Golda and seconded by Kathleen Halpin to approve the Minutes of the Regular and Executive Session meetings of September 8, 2015, Special and Executive Session meetings on September 14, 2015 and Special and Executive Session meetings on September 16, 2015.

Ayes 8     Nayes 0
Abstain 1 (Kathleen Halpin 9/8/15 only)

Daniel Brundage arrived.

Communications: None.

Citizens Participation: None.
Superintendent’s Report:

Superintendent’s Report - Dr. Gary R. Bowen

- Good News and Progress…
  - MS 7th Grade Academy committee of teachers organized and implemented the first Activity Day on early dismissal day 9/17/15
  - MS Back-to-School Night will be held this Thursday, 9/24/15
  - HS held their Back-to-School Night on 9/17/15 with a video presentation by Mr. Hickerson with his students
  - 9th Grade Academy continues its collaborative efforts to provide opportunities and incentives for a smooth transition into high school
  - As of Friday, 9/18/15, the boys soccer, girls soccer and cross country teams were undefeated and the field hockey team has a 2-1 record
  - The middle and high school MD programs are receiving Music Therapy by a certified music therapist and are responding wonderfully to this added instruction to their program
  - DEAC Committee met today, 9/22/15 and reviewed the waiver application for observations
  - Annual District Goals, Annual BOE Goals and BOE Self-Assessment will need to be addressed
  - Various online applications and improvements regarding athletics and other applications

Committee Reports:

Mrs. Marshall reported that Ed and Policy met. The meeting was also attended by Mr. Mack and Mrs. Moore. They discussed new course proposals and the master schedule and waiver for the New Jersey Department of Education TEACHNJ equivalency application.

Mr. Havrisko reported that Facilities Committee met. They need more information regarding the fee schedule for Use of Facilities. They also discussed the turf field and track, as well as the Long Range Facilities Plan, the list of completed/incompleted tasks by Buildings and Grounds and the Use of Facilities policy. Anthony Catana from Spiezel Architectural was also in attendance at the meeting.

Mr. Havrisko also reported that he attended the Warren County School Boards Association meeting and the topic was the Academic Office of the DOE Common Core Curriculum standards.

Dr. Bowen recommended all personnel items.
I. PERSONNEL

Employ T. DeTore
Moved by Kathleen Halpin and seconded by Linda Feller to approve employment of Theresa DeTore as the Athletic and Extra-Curricular Secretary for the 2015-2016 school year on Step 8, with an annual salary of $38,766, effective September 23, 2015 or upon release of current employer.

ROLL CALL VOTE: Ayes 9 Nayes 0

Retire D. Burns
Moved by Kathleen Halpin and seconded by Linda Feller to accept, with regret, the retirement of Donna Burns, middle school custodian, effective October 1, 2015.

ROLL CALL VOTE: Ayes 9 Nayes 0

Change Degree
Moved by Kathleen Halpin and seconded by Linda Feller to approve a change in degree status for James Reynolds to MA+45, effective September 1, 2015.

ROLL CALL VOTE: Ayes 9 Nayes 0

Summer Hours
Moved by Kathleen Halpin and seconded by Linda Feller to approve 12 additional summer hours for Jennifer Giamoni for Peer Leadership training @ $45/hour.

ROLL CALL VOTE: Ayes 9 Nayes 0

Summer Work
Moved by Kathleen Halpin and seconded by Linda Feller to approve employment of Terry Hodge for 3 hours of summer work @ $30 per hour for attending the free & reduced lunch workshop/seminar.

ROLL CALL VOTE: Ayes 9 Nayes 0

Coaches
Moved by Kathleen Halpin and seconded by Linda Feller to approve employment and stipends for the following coaches for the 2015-2016 school year:

Laura Blackwell   MS Head Field Hockey   Tier 3, Step 4   $5,432  
Erica Russell    MS Assistant Field Hockey Tier 3, Step 2   $3,500

ROLL CALL VOTE: Ayes 9 Nayes 0

Rescind/Approve Advisor
Moved by Kathleen Halpin and seconded by Linda Feller to rescind the employment of Louise Zamora as the sole advisor for the middle school International Club and to approve Louise Zamora and Kathleen Morgan as 50% each co-advisors for the club for the 2015-2016 school year with a stipend of $1,350 each.
**Stipend**

Moved by Kathleen Halpin and seconded by Linda Feller to approve Kimberly Roost for a $1,300 stipend per semester for assignment of a fifth preparation in accordance with WHREA contract, Article VIII, A. 9, *Time Requirements.*

**Roll Call Vote:**

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<tr>
<th>Ayes</th>
<th>Nayes</th>
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**Substitute Nurses**

Moved by Kathleen Halpin and seconded by Linda Feller to approve the following individuals as substitute nurses for the 2015-2016 school year:

- Karen Jurkowski
- Elizabeth Elliott

**Roll Call Vote:**

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**Substitute Resource Personnel**

Moved by Kathleen Halpin and seconded by Linda Feller to approve the following individuals as substitute School Resource Personnel for the 2015-2016 school year:

- Susan Cicala
- Seth Bittner
- Carol Harrington
- Steven Andoldi
- Michael Meehan
- Jodie Tiger
- Richard Card
- Debra Vannatta
- James McLaughlin
- Robert Hibbett
- Rachel Burns
- Alan Goracy

**Roll Call Vote:**

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**Substitute Secretaries**

Moved by Kathleen Halpin and seconded by Linda Feller to approve Nancy Stasyshyn and Jill O’Malley as substitute secretaries for the 2015-2016 school year.

**Roll Call Vote:**

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<th>Nayes</th>
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**Substitute Custodian**

Moved by Kathleen Halpin and seconded by Linda Feller to approve Jenny Gonzalez as a substitute custodian for the 2015-2016 school year.

**Roll Call Vote:**

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<th>Ayes</th>
<th>Nayes</th>
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**Substitute Driver**

Moved by Kathleen Halpin and seconded by Linda Feller to approve Franklin Miller, Jr. as a substitute/athletic bus driver for the 2015-2016 school year.

**Roll Call Vote:**

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<th>Ayes</th>
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</table>
Event Moved by Kathleen Halpin and seconded by Linda Feller to approve the attached list of miscellaneous event fees for the Athletic Department for the 2015-2016 school year. [attached]

ROLL CALL VOTE: Ayes 9 Nayes 0

Athletic Workers Moved by Kathleen Halpin and seconded by Linda Feller to approve the following individuals to work athletic and extra-curricular events on an as needed basis for the 2015-2016 school year:

- Joanne Hibbett
- Ronald Hammer
- Amy Slack
- Margaret Kennedy
- William Lunger
- Jon Slack
- Kyle Purdy
- Michael Weilamann
- Erica Russell

ROLL CALL VOTE: Ayes 9 Nayes 0

Volunteer Coach Moved by Kathleen Halpin and seconded by Linda Feller to approve Michael Jones as a volunteer football coach for the 2015-2016 season, pending receipt of background check approval.

ROLL CALL VOTE: Ayes 9 Nayes 0

Classroom Observation Moved by Kathleen Halpin and seconded by Linda Feller to approve Thomas Edison State College student, Katelin Becker, to complete 4 hours of classroom observation at the high school under the direction of Jeffrey Steele, Supervisor.

ROLL CALL VOTE: Ayes 9 Nayes 0

II. EDUCATION AND POLICY

Additional Motions Moved by Lisa Marshall and seconded by Kristin Fox to add two motions to the agenda.

ROLL CALL VOTE: Ayes 9 Nayes 0

Adopt Waiver Moved by Lisa Marshall and seconded by Donna Golda to adopt the New Jersey Department of Education TEACHNJ equivalency & waiver application for the 2015-2016 school year.

ROLL CALL VOTE: Ayes 9 Nayes 0

Travel & Conference Moved by Lisa Marshall and seconded by Donna Golda to approve the following Travel and Conference Requests:
<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
<th>LOCATION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Gary Bowen, Abigail Kutz, Estrella Molinet &amp; 8 board members</td>
<td>NJ School Boards Association Annual Workshop</td>
<td>Atlantic City, NJ</td>
<td>$1300. Group Registration + lodging, mileage &amp; incidentals</td>
</tr>
<tr>
<td>Kathleen Morgan</td>
<td>American Association of Teachers of French Convention</td>
<td>Quebec City, Canada</td>
<td>$330. Registration</td>
</tr>
<tr>
<td>Margaret Devine</td>
<td>N.J. Association of School Librarians</td>
<td>Long Branch, NJ</td>
<td>$125. Registration + lodging, mileage &amp; incidentals</td>
</tr>
<tr>
<td>LeeAnn Kubbishun, Christine Tyburczy &amp; Kimberly Yapaola</td>
<td>N.J. School Counselor Fall Conference</td>
<td>Long Branch, NJ</td>
<td>$155. Registration each + lodging, mileage &amp; incidentals</td>
</tr>
<tr>
<td>Vittoria Busardo</td>
<td>Art Educators Conference of NJ</td>
<td>Long Branch, NJ</td>
<td>$190. Registration + Mileage</td>
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**FIELD TRIP REQUESTS**

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

<table>
<thead>
<tr>
<th>Requested by:</th>
<th>Trip</th>
<th>Location</th>
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<tbody>
<tr>
<td>Cynthia Bamford, Kristen Chiara &amp; Patricia Hetrick</td>
<td>Key Club members to New Jersey Key Club Fall Rally</td>
<td>Great Adventure, Jackson, NJ</td>
</tr>
<tr>
<td>Daryl Detrick</td>
<td>Computer Science Classes to NJIT Engineering Career Day</td>
<td>New Jersey Institute of Technology, Newark, NJ</td>
</tr>
<tr>
<td>Amy Kline</td>
<td>NJ FFA Leadership Experience &amp; Development</td>
<td>Trenton, NJ</td>
</tr>
<tr>
<td>Nicole Silvis &amp; Josephine Potter</td>
<td>MS &amp; HS Student Councils to NJASC Fall Conference</td>
<td>The College of New Jersey, Ewing, NJ</td>
</tr>
<tr>
<td>LeeAnn Kubbishun</td>
<td>MS Alternative Learning Classes to educational tour program</td>
<td>Mackey’s Orchards, Belvidere, NJ</td>
</tr>
</tbody>
</table>

**ROLL CALL VOTE:** Ayes 9 Nayes 0
School Self-Assessment
Moved by Lisa Marshall and seconded by Donna Golda to approve the New Jersey Department of Education 2015 Online School Self-Assessment for Determining Grades to the Anti-Bullying Bill of Rights Act, and presentation by Dr. Gary Bowen. [attached]

ROLL CALL VOTE:   Ayes 9   Nayes 0

Class Waiver
Moved by Lisa Marshall and seconded by Donna Golda to approve a waiver for classes in which enrollment falls under 15 students:

- Alternative Program
- AP Physics

ROLL CALL VOTE:   Ayes 9   Nayes 0

Class Waiver
Moved by Lisa Marshall and seconded by Donna Golda to approve a waiver for classes in which enrollment exceeds 30 students:

- Geography & Culture in 7th Grade

ROLL CALL VOTE:   Ayes 9   Nayes 0

III. BUDGET AND FINANCE

Financial Reports
Moved by Donna Golda and seconded by Kristin Fox to approve the July, 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 July, 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 9   Nayes 0

Bills
Moved by Donna Golda and seconded by Kristin Fox to approve the regular bill list in the amount of $2,994,236.55.

ROLL CALL VOTE:   Ayes 9   Nayes 0
   Abstain   1 (Young as to Delta Dental only)
Transfers

Moved by Donna Golda and seconded by Kristin Fox to approve transfers.

ROLL CALL VOTE: Ayes 9 Nayes 0

Student Activities

Moved by Donna Golda and seconded by Kristin Fox to approve Student Activity Transactions for the month of August, 2015.

ROLL CALL VOTE: Ayes 9 Nayes 0

Related Services

Moved by Donna Golda and seconded by Kristin Fox to approve a Related Services Contract with Morris-Union Jointure Commission, to be administered at the DLC in New Providence, for Student 03-16 for the 2015-2016 school year for the period September 3, 2015 through February 1, 2016, at the rate of $245.00 per week.

ROLL CALL VOTE: Ayes 9 Nayes 0

WCSSSC Contract

Moved by Donna Golda and seconded by Kristin Fox to approve a Memorandum of Agreement with Warren County Special Services School District for an Occupational Therapist and Physical Therapist at Stepping Stone School for Students 05-16 and 14-16, for the 2015-2016 school year, at the rate of $80.00 per hour for therapy and $85.00 per hour for meetings.

ROLL CALL VOTE: Ayes 9 Nayes 0

Nursing Services

Moved by Donna Golda and seconded by Kristin Fox to approve School Staffing Agreement Maxim Healthcare Services, Inc. and Warren Hills Regional School District, for the 2015-2016 school year, to provide nursing services to Student 28-16, at the rate of $50.00 per hour for an LPN and $55.00 for an RN, not to exceed eight (8) hours per day.

ROLL CALL VOTE: Ayes 9 Nayes 0

Rescind Placement

Moved by Donna Golda and seconded by Kristin Fox to rescind placement of Student 28-16 at The Lakeview School for the 2015-2016 school year. The student will now be attending Warren Hills Regional High School.

ROLL CALL VOTE: Ayes 9 Nayes 0

Tuition Contract

Moved by Donna Golda and seconded by Kristin Fox to accept a Hackettstown student [SID – 2462154084] at an annual tuition rate of $21,000 and a transportation rate of $35.09 per diem to be provided by WCSSSD, for the 2015-2016 school year.

ROLL CALL VOTE: Ayes 9 Nayes 0
Capital Reserve
Moved by Donna Golda and seconded by Kristin Fox to approve a transfer of $27,850.00 from Capital Reserve to Account #12-000-400-334-0000-01 for the Middle and High School Bathroom/Toilet Renovation project for architectural services.

ROLL CALL VOTE: Ayes 9 Nayes 0

Clinician
Moved by Donna Golda and seconded by Kristin Fox to approve the following clinician and rate of pay for the 2015-2016 school year:

Robert Hom Marching Band $50 [1/2 day] $100 [full day]

ROLL CALL VOTE: Ayes 9 Nayes 0

Asset Disposal
Moved by Donna Golda and seconded by Kristin Fox to approve the disposal of the following assets per district policy 7300, Disposition of Property:

80 – 16” televisions
90 – student desks

ROLL CALL VOTE: Ayes 9 Nayes 0

Citizens Participation: None.

Executive Session
Moved by Lisa Marshall and seconded by Kathleen Halpin 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 9   Nayes 0

The Board entered into Executive Session at 7:28 p.m.

Reconvene Moved by Christopher Hamler and seconded by Daniel Brundage to reconvene into open session at 9:35 p.m.

Ayes 9   Nayes 0

Reinstate Moved by Kathleen Halpin and seconded by Donna Golda to approve the following Resolution:

BE IT RESOLVED that employee number 0818 is reinstated to his/her teaching position, effective September 23, 2015, subject to him/her satisfying the conditions for his/her reinstatement and complying with the provisions of the reinstatement plan.

ROLL CALL VOTE: Ayes 9   Nayes 0

Adjournment Moved by Daniel Brundage and seconded by Linda Feller to adjourn at 10:44 p.m.

Ayes 9   Nayes 0

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