

WARREN HILLS REGIONAL BOARD OF EDUCATION

MEETING

September 30, 2014

7:00 p.m.

A. Call to order - Mrs. Donna Golda

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

B. Roll Call - Ms. Maureen Joyce

John Bell	Kristin Fox	Richard Havrisko
Daniel Brundage	Kathleen Halpin	Lisa Marshall
Linda Feller	Christopher Hamler	Donna Golda

C. Minutes of the previous Regular and Executive Session meetings – Ms. Maureen Joyce
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

D. Communications – Ms. Maureen Joyce

E. Citizens Participation – concerning action items.

F. Superintendent's Report - Dr. Thomas J. Altonjy

G. Committee Reports

H. Action Items:

I. Personnel

*1. Motion to approve employment of Mr. Benjamin Kunkel as a district Technologist for the 2014-2015 school year with an annual salary of \$46,000, prorated, effective October 1, 2014.

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

*2. Motion to accept, with regret, the retirement of Mrs. Joan Duryea, athletic office secretary, effective January 1, 2015.

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

*3. Motion to approve employment of Mr. Kevin Burke as a substitute teacher on an as needed basis at a per diem rate of \$253.59, effective October 1, 2014.

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

*4. Motion to approve employment and stipends of the following club advisors for the 2014-2015 school year:

James Reynolds	Archery	\$3,200
Kim Eilenberger & Robin Fohr	HOTT Club Co-Advisors	\$1,250 each
Daniel Slack	Art Assistant Drama Club	\$2,500
Wayne Hertel	Art Assistant Volunteer	

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

*5. Motion to approve employment of the following Peer Cooperating Teachers for the 2014-2015 school year at a rate of \$30/hour for a maximum of 40 hours each:

Michael Arminio	Toni Manfra	Theresa Wilson
Penny Giamoni	Danielle Miksch	Christal Barr - Substitute
Debbie Farrell	Jessica Morgan	
Alexandra Helle	Andrew Oakley	
Cedric Hickerson	Catherine O'Neal	
Kevin Horn	Clifford Platt	
Toni Ioffredo	Heather Wight	

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

*6. Motion to approve Mr. Jeremy Willis to serve as teacher/mentor for Mr. Adam Slack for the 2014-2015 school year with a stipend of \$440.

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

*7. Motion to rescind curriculum writing hours for Mr. Joseph Besser [10 hours] and approve 10 hours for Mr. Patrick Kablis for #912 Health 11.

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

*8. Motion to approve a revision to the middle school lead custodian annual stipend from \$3,000 to \$5,000 for Ms. Maureen Eick, retroactive to July 1, 2014.

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

*9. Motion to approve employment of Ms. Katie-Ann Coe and Ms. Janine Horber for addition to our substitute teachers list for 2014-2015 school year.

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

*10. Motion to approve employment of Mr. Michael Meehan and Mr. Richard Card for addition to our substitute school resource personnel for the 2014-2015 school year.

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

*11. Motion to approve Kean University student, Janine Horber, to serve classroom placement observation hours under the direction of Ms. Alison Loro, high school English teacher and Mr. Keith Dennison, Supervisor.

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

*12. Motion to approve Raritan Valley Community College student, Mr. Patrick McMenam, to serve 150 volunteer hours in the high school weight room under the direction of Mr. Peter Lubrecht, Director of Athletics.

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

II. Education and Policy

*1. Motion to approve the second and final reading of the following new and revised policies and regulations for inclusion in the district's policy manual, as approved by the Education and Policy Committee and the Superintendent:

- 2412** Home Instruction Due to Health Conditions + regulations
- 2417** Student Intervention and Referral Services + regulations
- 2481** Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition + regulations
- 3283** Electronic Communications Between Teaching Staff Members and Students
- 4283** Electronic Communications Between Support Staff Members and Students
- 5610** Suspension + regulations
- 5611** Removal of Students for Firearms Offenses + regulations
- 5612** Assaults on District Board of Education Members or Employees + regulations
- 5613** Removal of Students for Assaults with Weapons Offenses + regulations
- 5620** Expulsion
- 8462** Reporting Potentially Missing or Abused Children + regulations

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

*2. Motion to approve the following Travel and Conference Requests:

NAME	TITLE	LOCATION	COST
Vittoria Busardo	Art Educators of NJ Conference	Long Branch, NJ	\$175. registration + mileage
Jeffrey Steele & Alexandra Helle	PARCC Science Workshop	Monroe Twsp., NJ	\$149. registration each + mileage
Deborah Farrell & Diane DeVivo	NJ State Science Teachers Convention	Princeton, NJ	\$170. registration each + mileage
James Smith	AP World History Workshop	Verona, NJ	\$185. registration + mileage
Jeffrey Steele	Science Standards Workshop	Monroe Twsp., NJ	\$149. registration + mileage
Jeffrey Steele & Courtney Hoffman	PARCC Mathematics Workshop	Monroe Twsp., NJ	\$149. registration + mileage
Amanda Brown	Observations Workshop	Monroe Twsp., NJ	\$149. registration + mileage
Deborah Archer-Cole	NJ Symposium of Learning Consultants	Princeton, NJ	\$255. Registration + Mileage
Dr. Thomas J. Altonjy	AASA National Conference on Education	San Diego, CA	\$1,100. Registration +Lodging/transportation /meals/incidentals

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

*3. Motion to approve the following Field Trip Requests:

Requested by:	Trip	Location
Leeann Kubbishun	MS Alternative Classes for educational tour	Belvidere, NJ
Shannon McDowell	AU/MD classes to Abilities Expo	Washington, NJ
Nicole Silvis, Alexandra Helle & Lisa Weisenstein	MS & HS Student Council to NJASC Fall Conference	College of New Jersey Trenton, NJ
Heather Heslin & Mackenzie Holguin	MD classes for Community Based Instruction	Various downtown stores Washington, NJ
Heather Heslin & Shannon McDowell	Transition activities for MS MD classes	WHRHS
Heather Heslin & Mackenzie Holguin	MD classes to public library	Washington, NJ

Jarrett Hosbach, Jeff Case & David Sbriscia	Wrestling Team to Regional Tournament	Hamburg & Vernon, NJ
Jarrett Hosbach, Jeff Case & David Sbriscia	Wrestling Team to state championships	Atlantic City, NJ
Jarrett Hosbach, Jeff Case & David Sbriscia	Wrestling Team to early season tournament	Manahawkin, NJ
Marilyn Siano	WHR FFA to compete in career development events	Monmouth University, Long Branch, NJ
Laura Muroski	8 th Grade students Math & Science Learning Day	Dorney Park, Allentown, PA

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

Budget and Finance

*1. Motion to rescind a Special Education Tuition Contract for Student 32-15 to attend Hunterdon County ESC for the 2014/2015 school year, which was a duplicate of Student 29-15.

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

*2. Motion to approve a Special Education Tuition Contract for Student 32-15 to attend YCS Fort Lee Education Center for the 2014-2015 school year, commencing September 17, 2014, at a tuition rate of \$51,014.43.

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

*3. Motion to approve the following Resolution:

Resolved, the Warren Hills Regional School District Board of Education authorizes:

Design Resources Group, Architects
371 Hoes Lane, Suite 301
Piscataway, NJ 08854

to “Amend” the district’s currently approved LRFP - and -

to submit all required and appropriate documents to the New Jersey Department of Education for the:

Warren Hills Middle School
Kitchen Ventilation Upgrades

The district is submitting this project to the Department of Education for approval as an “ other capital project” and the district understands there will be no funding available from the state for this project.

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

*4. Motion to award the contract for the middle school kitchen ventilation upgrades to Echelon Services, LLC, in the amount of \$126,700 per the attached resolution. [attachment]
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

*5. Motion to approve the following clinician and fee rate for the 2014-2015 school year:
Mary Romond \$50/hour
(Motion _____ Second _____ /Yes _____ No _____ Abstain _____)

I. Citizens Participation

J. Executive Session – as indicated by items 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 items (s) which fall 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 is not anticipated.

K. Reconvene

L. Adjournment

***Roll Call**

RESOLUTION

WHEREAS, the Warren Hills Board of Education (hereinafter referred to as the "Board") advertised for bids for the Kitchen HVAC Upgrades at Warren Hills Middle School (hereinafter referred to as the "Project"); and

WHEREAS, on September 24, 2014, the Board received ten (10) bids for the Project, as reflected on the attached bid tabulation sheet; and

WHEREAS, the lowest responsible bid for this Project was submitted by Echelon Services, LLC (hereinafter referred to as "Echelon") with a base bid in the amount of \$126,700; and

WHEREAS, the bid submitted by Echelon is responsive in all material respects and the Board is desirous of awarding the contract for the Project to Echelon;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Kitchen HVAC Upgrades at Warren Hills Middle School to Echelon Services, LLC (hereinafter referred to as "Echelon") in a total contract sum of \$126,700.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the

Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

ROLL CALL VOTE:

AYES:

NAYS:

ABSTENTIONS:

CERTIFICATION

I hereby certify that the within Resolution was adopted by the Warren Hills Regional High School District Board of Education by a majority vote at its duly authorized meeting on September 30, 2014.

Maureen Joyce
Business Administrator/Board
Secretary

Dated: