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

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<tbody>
<tr>
<td>John Bell</td>
<td>Kristin Fox</td>
<td>Richard Havrisko</td>
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<tr>
<td>Daniel Brundage</td>
<td>Kathleen Halpin</td>
<td>Lisa Marshall</td>
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<tr>
<td>Linda Feller</td>
<td>Christopher Hamler</td>
<td>Donna Golda</td>
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</table>

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 HOT 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
- Penny Giamoni
- Debbie Farrell
- Alexandra Helle
- Cedric Hickerson
- Kevin Horn
- Toni Ioffredo
- Toni Manfra
- Danielle Misch
- Jessica Morgan
- Andrew Oakley
- Catherine O’Neal
- Clifford Platt
- Heather Wight
- Theresa Wilson
- Christal Barr - Substitute
(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 Keblis 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______)

(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 McMenamin, 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______)

3
*2. Motion to approve the following Travel and Conference Requests:

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

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

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<thead>
<tr>
<th>Requested by:</th>
<th>Trip</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Leeanne Kubbishun</td>
<td>MS Alternative Classes for educational tour</td>
<td>Belvidere, NJ</td>
</tr>
<tr>
<td>Shannon McDowell</td>
<td>AU/MD classes to Abilities Expo</td>
<td>Washington, NJ</td>
</tr>
<tr>
<td>Nicole Silvis, Alexandra Helle &amp; Lisa Weisenstein</td>
<td>MS &amp; HS Student Council to NJASC Fall Conference</td>
<td>College of New Jersey Trenton, NJ</td>
</tr>
<tr>
<td>Heather Heslin &amp; Mackenzie Holguin</td>
<td>MD classes for Community Based Instruction</td>
<td>Various downtown stores Washington, NJ</td>
</tr>
<tr>
<td>Heather Heslin &amp; Shannon McDowell</td>
<td>Transition activities for MS MD classes</td>
<td>WHRHS</td>
</tr>
<tr>
<td>Heather Heslin &amp; Mackenzie Holguin</td>
<td>MD classes to public library</td>
<td>Washington, NJ</td>
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Jarrett Hosbach, Jeff Case & David Sbriscia | Wrestling Team to Regional Tournament | Hamburg & Vernon, NJ
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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 Murosksi | 8th 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_____)

5
*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: