

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * September 29, 2009 * 7:00 PM
Board of Education Administrative Building

- I. Call to Order and Statement of Presiding Officer Roberta Monahan, President
Re: Chapter 231 P.L. 1975: "The adequate notice of this regular meeting as required by the open public meetings act was provided by the posting, mailing/delivery, and filing of this notice on April 30, 2009. This notice was on that date posted on the bulletin board in the Township Office, mailed to the Courier News and the Echoes Sentinel, and filed with the Township Clerk of the Township of Warren, all in accordance with the requirements of the Open Public Meetings Act."
- II. Pledge of Allegiance
- III. Roll Call
MS, SB, GP, DR, AS, PT, GV, KW, RM
- IV. Presentation
 - USA Architects – Long Range Capital Planning Update
- V. Minutes
 - Approve the public and private session minutes of the September 14, 2009 board meeting.
- VI. Correspondence and Information
- VII. President's Remarks – Roberta Monahan
- VIII. Committee Reports
- IX. Discussion
 - Outside Organization Field Improvements
 - 2008-2009 Audit
- X. Public Commentary (including opportunity to speak about items for Board Consideration/Action)

Note on public input at BOE meetings: Board Policy #9322, adopted on April 14, 2008, provides for and encourages public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name and place of residence;
2. Each statement made by a participant shall be limited to three minutes' duration (limit may be adjusted at the discretion of the presiding officer as circumstances dictate);
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard; and
4. All statements shall be directed to the presiding officer—no participant may address or question Board members individually.

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

- XI. Items for Board Consideration/Action

A. Education

- A.1. Home Instruction
RESOLVED, the Board of Education approves one student (ID#0120637) to receive 10 hours per week of home instruction beginning September 30, 2009 through October 30, 2009. The cost to the district will be \$2,000.
- A.2. Related Services
RESOLVED, the Board of Education approves one student (ID#0120599) to receive one hour per week of at home Occupational Therapy services for a period of two months with one consultation. The services will be provided by Laurie Donovan at an hourly rate of \$70. The cost to the district will be \$700.

B. Finance/Operations/Transportation

B.1. Payment of Bills
RESOLVED, the Board of Education approves the payment of bills for September 30, 2009 \$4,476, 373.73

B.2. Board Secretary's and Treasurer's Report
WHEREAS, the Board of Education has received the attached report of the secretary for the month of July and August and
WHEREAS, this report shows the following balances on July 31, 2009 and August 31, 2009:

July 31, 2009

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$1,964,439.47		\$1,329,283.09
(11) Current Expense		\$6,509,358.27	
(12) Capital Outlay		\$627,410.60	
(13) Special Schools		\$88,561.17	
(20) Special Revenue Fund	\$37,337.86	(\$82,132.72)	\$0.00
(30) Capital Projects Fund	(\$218,623.02)	(\$481,000.00)	\$0.00
(40) Debt Service Fund	\$14,214.71	\$0.00	\$14,212.71
TOTAL	\$1,797,369.02	\$6,662,197.32	\$1,343,495.80

August 31, 2009

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,829,329.52		\$1,329,283.09
(11) Current Expense		\$5,684,885.67	
(12) Capital Outlay		\$607,035.62	
(13) Special Schools		\$924.17	
(20) Special Revenue Fund	(\$10,730.79)	(\$138,895.90)	\$0.00
(30) Capital Projects Fund	(\$218,623.02)	(\$481,000.00)	\$0.00
(40) Debt Service Fund	\$670,772.71	\$0.00	\$14,212.71
TOTAL	\$3,270,748.42	\$5,672,949.56	\$1,343,495.80

WHEREAS, in compliance with law and code the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above reference reports and certifications and be it

FURTHER RESOLVED, in compliance with law and code, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section), to the best of its knowledge, no major account or fund has been over expended in violation of law and code and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

B.3. Budget Transfers for Month of July 2009 and August 2009
RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and that are now being reported to the Board pursuant to Policy 3160:

July 2009

TO:		FROM:		
11-000-222-610-11-02	Library Supp. - AVA/Software	11-000-222-500-11-01	Other Purch. Svcs. (Internet)	\$6,000
11-000-222-610-11-02	Library Suppl. - AVA/Software	11-000-291-270-00-00	Health Benefits	\$4,000
11-000-230-339-01-00	Purchased Professional Svcs.	11-000-230-530-01-22	Telephone - District	\$4,000
11-000-230-590-00-51	Other Purchased Svcs.(Insur.)	11-000-230-331-01-00	Legal Services	\$2,000

TO:		FROM:		
11-000-251-330-01-00	Business Office - Prof. Svcs.	11-000-291-270-00-00	Health Benefits	\$7,500
11-000-262-520-01-00	Insurance - Property & Liab.	11-000-262-621-03-00	Heat - Central	\$11,000
11-000-263-610-09-00	Grounds – Supplies	11-000-263-420-09-00	Grounds -Cleaning, Repair & Maintenance	\$4,500
11-230-100-110-00-00	ASAP Coordinator - Stipend	11-216-100-610-08-00	Preschool Disabled - Supplies	\$550
11-230-100-600-05-00	Basic Skills - Supplies – ALT	11-230-100-600-07-00	Basic Skills - Supplies - MS	\$850
13-422-100-101-00-00	Summer School Salaries	11-000-291-270-00-00	Health Benefits	\$20,200
13-422-100-101-00-00	Summer School Salaries	13-422-100-179-00-00	Summer - Reading Specialist	\$18,560
13-422-100-106-08-00	Summer - Aides (Special Ed)	13-422-100-106-00-00	Summer - Classroom Aides	\$9,650
13-422-100-106-08-00	Summer - Aides (Special Ed)	13-422-100-179-00-00	Summer - Reading Specialist	\$7,560
13-422-100-178-00-00	Summer - Teacher Tutors	13-422-100-179-00-00	Summer - Reading Specialist	\$12,750
		Total Transfers		\$109,120

August 2009

TO:		FROM:		
11-000-216-100-00-00	Speech & OT - Salaries	11-204-100-106-00-00	LLD Aides - Salaries	\$2,100
11-000-217-100-00-02	Extraordinary Paras - Salaries	11-204-100-106-00-00	LLD Aides - Salaries	\$4,100
11-000-219-104-00-00	Child Study Team - Salaries	11-000-213-100-00-00	Nurse & Doctor - Salaries	\$4,100
11-000-219-104-00-00	Child Study Team - Salaries	11-000-218-104-00-00	Guidance Teacher - Salaries	\$29,850
11-000-219-104-00-00	Child Study Team - Salaries	11-000-218-105-00-00	Guidance Secretary - Salary	\$600
11-000-219-104-00-00	Child Study Team - Salaries	11-000-240-103-00-00	Salaries – Prin. /Dean/Dir.	\$4,050
11-000-219-105-00-00	CST Secretary - Salaries	11-000-218-104-00-00	Guidance Teacher - Salaries	\$1,670
11-000-222-100-00-01	Educ. Media/Library - Salaries	11-000-218-104-00-00	Guidance Teacher - Salaries	\$850
11-000-222-177-00-00	Technology Coordinator – Sal.	11-000-218-104-00-00	Guidance Teacher - Salaries	\$200
11-000-230-110-01-00	Treasurer – Salary	11-000-230-105-01-00	Salaries - Support Staff	\$10
11-000-240-105-00-00	School Secretary – Salaries	11-000-240-103-00-00	Salaries – Prin. /Dean/Dir.	\$17,750
11-000-251-100-01-00	Business Office – Salaries	11-000-221-176-00-00	Sals. - Math/Literacy Coach	\$1,800
11-000-252-100-01-00	Tech. /Network Staff – Sals.	11-000-262-100-09-00	Custodians - Salaries	\$1,080
11-000-270-160-10-00	Transportation – Salaries	11-000-262-105-09-00	Secretary Salary - B&G	\$120
11-000-270-161-10-00	Special Ed Transp.– Salaries	11-000-221-176-00-00	Sals. - Math/Literacy Coach	\$6,300
11-000-270-161-10-00	Special Ed Transp.– Salaries	11-000-240-103-00-00	Salaries – Prin. /Dean/Dir.	\$21,000
11-000-270-161-10-00	Special Ed Transp.– Salaries	11-000-262-107-00-00	Salaries - Staff Paras	\$6,000
11-110-100-101-00-01	Kindergarten Teachers – Sals.	11-120-100-101-00-01	Gr. 1-5 Teachers - Salaries	\$31,280
11-130-100-101-00-01	Gr. 6-8 Teachers – Salaries	11-120-100-101-00-01	Gr. 1-5 Teachers - Salaries	\$45,110
11-190-100-106-00-00	Classroom Aides – Salaries	11-120-100-101-00-01	Gr. 1-5 Teachers - Salaries	\$7,350
11-190-100-320-08-00	Purch. Prof. Svcs. - SPS (504)	11-000-100-562-08-02	Tuition - Other LEAs	\$7,840
11-213-100-101-00-00	RC Teacher Salaries	11-120-100-101-00-01	Gr. 1-5 Teachers - Salaries	\$83,650
11-213-100-106-00-00	RC Aides – Salaries	11-120-100-101-00-01	Gr. 1-5 Teachers - Salaries	\$57,520
11-216-100-104-00-00	PSD Teachers – Salaries	11-204-100-106-00-00	LLD Aides - Salaries	\$1,720
11-230-100-101-00-00	Basic Skills Teachers – Sals.	11-120-100-101-00-01	Gr. 1-5 Teachers - Salaries	\$18,430
11-240-100-101-00-00	Bilingual Teachers – Salaries	11-204-100-101-00-00	LLD Teachers - Salaries	\$1,050
11-240-100-101-00-00	Bilingual Teachers – Salaries	11-204-100-106-00-00	LLD Aides - Salaries	\$3,160
11-240-100-101-00-00	Bilingual Teachers - Salaries	11-216-100-101-00-00	PSD Teachers - Salaries	\$8,890
11-240-100-101-00-00	Bilingual Teachers - Salaries	11-216-100-106-00-00	PSD Aides - Salaries	\$8,900
		Total Transfers		\$376,480

- B.4. Disposal of Equipment
RESOLVED, the Board of Education approves the donation of One (1) 1992 Jeep Cherokee VIN # 1J4FJ28S3NL189588 to the Township of Warren Volunteer Fire Department.
- B.5. IDEA Acceptance of Award
RESOLVED, the Board of Education accepts the funding for the 2009-2010 IDEA Grant Application from the Department of Education for the following amounts for special education programs:
- IDEIA Basic \$458,942.00
 - IDEIA Pre-School \$ 16,408.00
- B.6. No Child Left Behind Grant – Acceptance of Funds
RESOLVED, the Board of Education approves the acceptance of the No Child Left Behind (NCLB) Grant for school year 2009-2010 from the New Jersey Department of Education with the following amounts:
- Title II-A \$ 28,856.00
 - Title III \$ 8,219.00
 - Title IV \$ 3,175.00
- The Warren Township Schools will participate in a consortium as the host district for Title III funds with Branchburg (\$4,543.00) and Long Hill (\$6,703.00).
- B.7 Acceptance of Audit for the 2008-2009 School Year
WHEREAS, the Board of Education has engaged the firm of T. M. Vrabel, & Associates, LLC, of Denville, New Jersey, to audit the district's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2009 in compliance with N.J.S.A.18A:23-1 et seq, and,

WHEREAS, this audit has been completed and the CAFR filed with the State Department of Education and submitted to the Warren Township Board of Education along with a synopsis of the audit report and recommendations, which synopsis and recommendations are available for public review, and,

WHEREAS, pertinent results of operations during the 2008-2009 school year are:

REVENUES	Final Budget	Actual
Local Sources	\$34,035,780	\$34,122,797
State Sources	\$2,281,728	\$4,873,164
TOTAL	\$36,317,508	\$38,995,961
EXPENDITURES		
Regular Instruction	\$11,978,545	\$11,892,659
Special Education	\$3,600,328	\$3,524,109
Other Instruction	\$1,288,662	\$1,275,572
Undistributed Expenditures	\$18,781,057	\$20,791,546
Total General Expenses	\$35,648,592	\$37,483,886
Capital Outlay	\$1,440,106	\$1,096,272
Special Schools	\$129,752	\$129,666
Charter Schools	\$0	\$0
TOTAL	\$37,218,450	\$38,709,824
OTHER SOURCES/USES		
Transfer from Capital Projects	\$0	\$0
Transfer to Capital Projects	(\$425,000)	\$0
EXCESS (DEFICIENCY)	(\$1,325,942)	\$286,137
Fund Balance July 1, 2008	\$3,063,482	\$3,063,482
Fund Balance June 30, 2009	\$1,737,541	\$3,349,620
Analysis of Fund Balance		
Reserved		
Encumbrances		\$194,162
Excess Surplus		\$372,501
Excess Surplus- subsequent year's expenditures		\$338,118

Capital Reserve Account	\$1,488,057
Unreserved	
Undesignated/Unreserved	\$956,782
TOTAL	\$3,349,620

Source: Audit Report Exhibit C-1

Now therefore be it,
RESOLVED, the Board of Education hereby accepts the report, notes the following recommendations, and directs that appropriate corrective action be taken:

Recommendations	Corrective Action
None	N/A

B.8. Morris-Union Jointure Commission Joint Transportation Agreement
RESOLVED, the Board of Education approves the joint transportation agreement dated, September 2009, with the Morris-Union Jointure Commission for the transportation of special education students for the 2009-2010 school year.

B.9. Transportation for Out of District Students
RESOLVED, that the Board of Education approves the transportation for out of district students with the Morris-Union Jointure Commission and the Somerset County Educational Services Commission for the 2009-2010 school year as follows:

Contractor	Student ID#	School	Cost
MUJC	0120350	ECLC	\$16,375.23
Total for MUJC			\$16,375.234

B.10. Transportation Contracts – Other Districts
RESOLVED, the Board of Education approves the transportation contracts with other districts for the transportation of their students for the receipt of funds for transporting Out of District Students for the 2009/2010 school year as follows:

Contractor	District	Route	School	Fee
Warren	WHRHS	W-136	DLC	\$ 5,904.00
Warren	WHRHS	W-138	WHRHS	\$18,032.83
Warren	WHRHS	W-139	Bernards High School	\$11,741.08
Warren	Long Hill	W-137	Central Middle School–Stirling	\$ 930.06

B.11. Somerset County Child Assault Prevention (CAP) Grant
RESOLVED, the Board of Education accepts, with appreciation, the Somerset County Child Assault Prevention (CAP) grant totaling \$959 for the 2009-2010 school year.

B.12. Transfer from Fund 12 to Fund 30 Central School Tile Abatement and Floor Tile Replacement
DOE Project: 5470-030-09-1002
RESOLVED, the Board of Education approves the transfer of \$115,000 from Fund 12 to Fund 30 for a portion of the district share of the costs for the Central School Tile Abatement and Floor Replacement Project. This project was approved in the 2009-2010 budget.

C. Personnel/Student Services

C.1. Change in Assignment Hours
RESOLVED, that the Board of Education approves the change in assignment hours for Heidi Errickson from 19.5 (FTE .65) hours per week to 18 (FTE .60) hours per week, effective September 16, 2009 through June 30, 2010.

C.2. Amendment on Salary Guide
RESOLVED, that the Board of Education approves the following amended placement on the teachers' negotiated salary guide:
a) Meryl Lettore, Central School, MA+30 to MA+45 (remaining at step 13), effective September 1, 2009.

C.3. Substitute Teachers
RESOLVED, that the Board of Education approves the following Substitute Teachers for the 2009-2010 school year:
a) Allison Tankel
b) Melissa Zingo (Nurse)
c) Michael Gillen

d) Karen Pasquale (Former sub)

C.4. After School Club – 2009-2010 School Year

RESOLVED, that the Board of Education approves the following after school club for the 2009-2010 school year and the instructors for each club at the negotiated stipend rate.

Angelo L. Tomaso School

- a) Math Facts/Games – advisor Nancy Andrews at a stipend of \$715.
- b) Scrabble – advisor Mary Lynch at a stipend of \$715.

Central School

- a) Art Club – advisor Meryl Lettire at a stipend of \$1,430.
- b) Ceramics Club – advisor Meryl Lettire at a stipend of \$1,430.
- c) Energy Investigations Science Club – advisor Jill Zimmer at a stipend of \$715.
- d) Girls on the Run – advisor Dana Matherly at a stipend of \$715.
- e) Musical Theater Club 1 – advisor Laura Rodaman at a stipend of \$1,192.
- f) Musical Theater Club 2 – advisor Mary LeBlond at a stipend of \$1,192.
- g) Soccer Club – advisor Patrick Rock at a stipend of \$1,430.
- h) Yoga – advisor Melissa Valdez at a stipend of \$715.00

Mt. Horeb School

- a) All Sports Youth Program – advisor Andrew Ahimovic at a stipend of \$1,430.
- b) Creative Creations – advisor Michele Stora deCruz at a stipend of \$715.
- c) Newspaper 1 – advisor Kara Miletic at a stipend of \$715.
- d) Newspaper 2 – advisor Kara Miletic at a stipend of \$715.
- e) World Travelers – advisor Michele Stora deCruz at a stipend of \$715.
- f) Writers Workshop 1 – advisor Wendy Piller at a stipend of \$715.
- g) Writers Workshop 2 – advisor Wendy Piller at a stipend of \$715.

Woodland School

- a) Art Club – advisor Jennifer DePinto at a stipend of \$1,430.
- b) Board Games Club – advisor Anita Brower at a stipend of \$1,430.
- c) Computer Games – advisor Suzanne Wisher at a stipend of \$1,430.
- d) Library Club – advisor Nancy Darby at a stipend of \$1,430.
- e) Service Club – advisor Christina Beekman at a stipend of \$1,430.

Middle School

- a) Art Decorations – advisor Sandella Marmorato at a stipend of \$715.
- b) Backstage Club – advisor Joel VanTine at a stipend of \$1,430.
- c) Flag Football, advisor Deb Granrath at a stipend of \$715.
- e) Flower Childs Arts & Crafts – advisor Bernadette Gibson at a stipend of \$715.
- f) Games of Strategy – advisor Gladys Veitch at a stipend of \$1,430.
- g) Golf – advisor Robert Hartshorn at a stipend of \$715.
- h) Homework Help Club – advisors Josephine Brasile, Robin Savage, and Laura Sudol at a stipend of \$1,430 each.
- i) Homework Help Club – advisor Dan Ticchio at a stipend of \$715.
- j) Honor Band – advisor Diane McCloskey at a stipend of \$715.
- k) Jazz Band – advisor Joel VanTine at a stipend of \$1,430.
- l) Knit-A-Bit – advisors Lisa Seccamanie and Gladys Veitch at a stipend of \$1,430 each.
- m) Lego Robotics – advisors Susan Cooper and Sean Convery at a stipend of \$715 each.
- n) Marching Band – advisor Diane McCloskey at a stipend of \$715.
- o) Math Club – advisor Susan Cooper at a stipend of \$715.
- p) Peer Leaders – advisors Lynn Degan and Susan Cooper at a stipend of \$1,430 each.
- q) Ping Pong – advisor Deb Granrath at a stipend of \$715.
- r) Rebel 2 – advisor Vivien Plesmid at a stipend of \$1,430.
- s) SGA – advisor Bev MacGorman at a stipend of \$1,430.
- t) Sim City – advisor Steve Verger at a stipend of \$1,430.
- u) Social Skills Games – advisor Josephine Brasile and Carol Brown at a stipend of \$715 each.
- v) Solar Car Club – advisor Susan Cooper and Ernie Monaco at a stipend of \$715 each.
- w) Talent Show – advisor Joel VanTine at a stipend of \$715.
- x) Techno Wizards – advisor Sean Convery at a stipend of \$1,430.
- y) Ultimate Frisbee – advisor Deb Granrath at a stipend of \$715.
- z) Voice Club – advisor Diane McCloskey at a stipend of \$715.

- aa) Volleyball Club – advisor Amanda Rodrigues at a stipend of \$715.
- bb) Yearbook – advisors Sean Convery and Bev MacGorman at a stipend of \$1,430 each.
- cc) Buddy to Buddy – advisors Faye Brady and Midge Johnson at a stipend of \$1,430 each.

- C.5. PTO Calendar of Events
RESOLVED, that the Board of Education approves the list of each schools' PTO Calendar of Events dated September 29, 2009 for the 2009-2010 school year.
- C.6. Per Diem Deduct Request
RESOLVED, that the Board of Education approves the following per diem deduct request for the following:
 - a) Rebecca Loston, Classroom Paraprofessional, Woodland School, for nine days, November 2-4, 9-16, 2009.
 - b) Anthony Gagliano, Classroom Paraprofessional, Middle School for two days, September 24-25, 2009.
- C.7. Classroom Paraprofessional .50 Position – Woodland School
RESOLVED, that the Board of Education approves the hiring of a Classroom Paraprofessional .50 position for Woodland School at 19.5 hours per week without benefits.
- C.8. Boys After School Basketball Supervisor – Middle School
RESOLVED, that the Board of Education approves David Arnold as the boys After School Basketball Supervisor - Middle School for the 2009-2010 School year on the teachers' negotiated pay agreement.
- C.9. Family Leave Request
RESOLVED, that the Board of Education approves the family leave request for the following:
 - a) Mary Lynch, Grade 5 Teacher, Angelo L. Tomaso School, (unpaid with benefits) from March 16, 2010 through June 30, 2010 returning September 1, 2010.
- C.10. Substitute Bus Drivers and Bus Monitors
RESOLVED, that the Board of Education approves the following as substitute bus drivers and bus monitors for the 2009-2010 school year:
 - Substitute Bus Drivers
 - a) Edgar Klee-Reyes at \$17.83 per hour.
 - b) John Hunte at \$17.83 per hour.
 - c) Gloria Villamarin at \$17.22 per hour.
 - Substitute Monitors
 - a) Gloria Villamarin at \$12.25 per hour.
 - b) Krystal Rivera at \$11.84 per hour.
 - c) Elyssa Raucci at \$11.84 per hour.

XII. Old Business

XIII. New Business

XIV. Public Commentary

XV. Executive Session

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, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law

- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

XVI. Adjourn