

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * April 22, 2019 * 7:00 PM

Mount Horeb School

I. Call to Order and Statement of Presiding Officer David Brezee, 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 January 8, 2019. This notice was on that date posted on the bulletin board in the Township Office, sent to the Courier News, the Echoes Sentinel and TAP into Warren, 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

___Aaron Bellish	___Naresh Chand	___Jeannine Sarosy
___Christian Bellmann	___Lisa DiMaggio	___Ayanna Taylor-Venson
___David Brezee	___Marc Franco	___Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the April 8, 2019 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

0

· Suspension Report

In School:

Out of School:

0

0

VI. President's Remarks – Mr. David Brezee

VII. Superintendent's Remarks – Dr. Matthew Mingle

- Quarter 3 Goals Update

VIII. Presentation

- Mt. Horeb School Student Presentation

IX. Discussion

X. Committee Reports

XI. Public Commentary (agenda items only)

Note on public input at BOE meetings: Board Policy #0167, adopted on June 18, 2018, provides for 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, address, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to three minutes' duration. If necessary, the public comment portion of the meeting may be extended fifteen minutes with Board approval;
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;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;

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).

XII. Items for Board Consideration/Action

A. Education

A.1. HIB Report

RESOLVED, that the Board of Education accepts the HIB Report submitted by the Superintendent for the period ending on April 8, 2019.

A.2. 2018-2019 Calendar

RESOLVED, that the Board of Education approves the revised 2018-2019 calendar.

A.3. Bedside Instruction

RESOLVED, the Board of Education approves the bedside instruction through LearnWell for Student #3667043238, beginning April 11, 2019, at an hourly rate of \$38.75, at a cost not to exceed \$2,100.

A.4. Home Instruction

RESOLVED, that the Board of Education approves up to 10 hours per week of home instruction for Student #3491832012, beginning April 22, 2019 at a rate of \$50 per hour, at a cost not to exceed \$5,000.

A.5. Comprehensive Equity Plan

RESOLVED, that the Board of Education approves and authorizes the submittal of the Comprehensive Equity Plan for Academic Years 2019-2020 through 2021-2022. As noted within, the Title IX Coordinator and Section 504 and Affirmative Action Officer for the 2019-2020 School Year will be the district's Director of Special Services.

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of April 2019 in the amount of \$5,465,515.61.

B.2. Board Secretary's and Treasurer's Report

WHEREAS, the Board of Education has received the report of the secretary for the month of March, 2019; and

WHEREAS, this report shows the following balances on March 31, 2019:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$11,100,137.68		\$1,001,355.68
(10) General Current Expense		\$0.00	
(11) Current Expense		\$1,624,874.37	
(12) Capital Outlay		\$206,573.09	
(13) Special Schools		\$1,262.19	
(20) Special Revenue Fund	(\$8,875.19)	\$64,666.34	\$0.00
(30) Capital Projects Fund	\$69,542.22	(\$26,532.53)	\$0.00
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$11,160,804.71	\$1,870,843.46	\$1,001,355.68

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 March 2019

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:

	TO:		FROM:		
1.	11-000-218-104-033-07-00	Salaries - Guidance - MS	11-000-221-176-033-07-00	Salaries- Integration Specialist-MS	\$1,448
2.	11-000-219-390-030-08-00	CST - Other Purchased Prof./Tech Services - CS	11-000-219-800-030-08-00	CST - Dues & Membership - CS	\$1,600
3.	11-000-219-390-033-08-00	CST - Other Purchased Prof./Tech Services - MS	11-000-219-800-033-08-00	CST - Dues & Membership - MS	\$1,600
4.	11-000-219-390-035-08-00	CST - Other Purchased Prof./Tech Services - MHS	11-000-219-800-035-08-00	CST - Dues & Membership - MHS	\$1,600
5.	11-000-219-390-040-08-00	CST - Other Purchased Prof./Tech Services - ALT	11-000-219-800-040-08-00	CST - Dues & Membership - ALT	\$1,600
6.	11-000-219-390-050-08-00	CST - Other Purchased Prof./Tech Services - WS	11-000-219-800-050-08-00	CST - Dues & Membership - WS	\$1,600

7.	11-000-223-500-030-12-00	Staff Training - Other Purchased Services - CS	11-000-223-580-030-12-00	Workshops & Travel - Staff Training - CS	\$260
8.	11-000-223-500-033-12-00	Staff Training - Other Purchased Services - MS	11-000-223-580-033-12-00	Workshops & Travel - Staff Training - MS	\$260
9.	11-000-223-500-035-12-00	Staff Training - Other Purchased Services - MHS	11-000-223-580-035-12-00	Workshops & Travel - Staff Training-MHS	\$260
10.	11-000-223-500-040-12-00	Staff Training - Other Purchased Services - ALT	11-000-223-580-040-12-00	Workshops & Travel - Staff Training-ALT	\$260
11.	11-000-223-500-050-12-00	Staff Training - Other Purchased Services - WS	11-000-223-580-050-12-00	Workshops & Travel - Staff Training - WS	\$260
12.	11-000-252-580-000-11-01	Workshops & Travel - Technology	11-000-252-500-000-11-01	Technology - Purchased Services	\$170
13.	11-000-270-442-000-10-00	Rental - School Buses	11-000-270-420-000-10-00	Transportation - Repair and Maintenance	\$2,400
14.	11-000-270-512-033-07-00	Field Trip Transportation - MS	11-000-270-518-000-10-00	Special Ed Transp. - ESC	\$960
15.	11-000-291-280-000-00-00	Tuition Reimbursement	11-000-291-270-000-00-00	Health Benefits	\$50,000
16.	11-150-100-320-000-08-00	Home Instruction- Purchased Svcs.	11-150-100-101-000-00-00	Home Instruction - Salaries	\$1,380
17.	11-216-100-106-035-04-00	Salaries - PSD Aides - MHS	11-213-100-106-033-07-00	Salaries - RC Aides - MS	\$4,000
18.	12-000-261-730-040-09-05	Required Maintenance Equip. - ALT	11-000-261-610-033-09-07	Maintenance Supplies - Middle	\$7,040

B.4. Travel Approval

Whereas, in accordance with State of New Jersey School District Accountability Act (A-5) and the Warren Township Schools' policy number 4133-Travel and Work Related Expense Reimbursement, travel by school district employees and Board of Education members must be approved in advance.

Now Therefore Be It RESOLVED, the Warren Township Schools Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

Name	School	Workshop/Conference	Location	Month/Yr	Cost
Jennifer McMahon	MH	Treating Anxiety Disorders in Children and Adolescents	Video Webcast	May 2019	\$389

All of the above travel has been approved by the Superintendent. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

C. Personnel/Student Services

C.1. Employment for the 2018-2019 School Year

RESOLVED, upon recommendation from the Superintendent that the Board of Education approve the following Personnel items including the emergent employment of the following employees (indicated by *) conditional upon the final approval by the New Jersey Department of Education The Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1, et. Seq., N.J.S.A. 18A:6.14.12, et. Seq., if applicable Staff members shall be paid in accordance with provisions in their collective bargaining agreement and/or in accordance with a schedule provided to all employees prior to the beginning of the contract or school year.

Name	Position/PCR	Location	Degree	Step	Salary	Effective Date	Discussion
Emily Puhak	Leave Replacement Special Education Teacher 02-30-22/and	CS	MA	3	\$65,687 (prorated)	11/6/2018-6/30/2019 (This motion supersedes the previous motion from 11/5/2018.)	Replacing employee #2691
Angela Arpino	1:1 Paraprofessional, 32.5 hours 08-30-08/bfn	CS	N/A	3-7	\$26,592 (with stipend)	4/23/2019 - 6/30/2019	Replacing employee #3275
Kimberly Felber	Leave Replacement Grade 4 Teacher 02-30-22/amx	CS	BA	1	\$57,995 (prorated)	1/2/2019 - on or about 5/13/2019	Replacing employee #1128

C.2. Crisis Prevention Intervention Repeat Training Instructor Stipend 2018-2019
RESOLVED, that the Board of Education approves the following staff as Crisis Prevention Intervention (CPI) Instructor. Each staff member will be reimbursed at the WTEA contract rate \$50.00 per hour. For a total cost shall not to exceed \$175.00.

Course	Staff Member	Date	Prep hours	Instructor Hours	Total Cost
CPI Repeat Training	Rebecca Hartman	5/23/2019	3.5 hours	Within contract day paid for prep only	\$175.00

C.3. Leave Request
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#0633	FMLA - 5/3/2019 through 6/30/2019 (paid)
#2055	FMLA - 2/28/2019 through 5/24/2019 (paid) Extended leave - 5/27/2019 through 6/30/2019 (paid) (This motion supersedes the previous motion approved 3/11/2019.)
#1715	FMLA - 4/23/2019 through on or about 5/8/2019 (paid)
#1128	FMLA - 10/29/2018 - through 1/28/2019 (paid) Extended Leave - 1/29/2019 through 5/13/2019 (paid) (This motion supersedes the previous motion approved 3/11/2019)

C.4. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Harriet Stambaugh	Nurse	WS	Retirement	9/1/1998 - 6/30/2019
Keith Robbins	Grade 4 Teacher	ALT	Resignation	9/1/2017 - 6/30/2019

- C.5. Substitute Teacher
RESOLVED, that the Board of Education approves the following to be appointed as substitute teacher for the 2018-2019 school year.

Name
Allisandra Lamhing

- C.6. Long Term Substitute
RESOLVED, that the Board of Education approves the following individuals as Long Term Substitutes:

Name	Effective Date	Replacing Employee #
Christina Mancino	2/28/2019 - 6/30/2019	#2055
Eileen Sebor	4/10/2019 - 6/30/2019 (This motion supersedes the previous motion approved 4/8/2019.)	#3219
Samantha Ferreira	4/22/2019 - 6/30/2019	#2930
Allisandra Lamhing	5/3/2019 - 6/30/2019	#0633

- C.7. Transfer of Staff
RESOLVED, that the Board of Education approves the transfer/change in assignment of the following district staff:

Name	From	To	Degree	Salary /Step	Effective Date	Discussion
Rebecca Sutherland	Special Education Teacher, CS 02-30-19/bha	Grade 1 Teacher, CS 02-30-22/acl	MA	\$68,981 Step - 9	6/3/2019 - 6/30/2019	Replacing employee #2574
Mary Cagnetta	Multi-Duty Paraprofessional, ALT 08-40-15/bes	Secretary, ALT 03-40-07/akh	N/A	\$51,259 Step 1-2	7/1/2019 - 6/30/2020	Replacing employee #2152

- C.8. Warren Middle School Musical
RESOLVED, that the Board of Education approves the following personnel and stipend in the amount of \$1,470 in support of the Warren Middle School production:

- Assistant Director, Kelly Backus

- C.9. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2019-2020:

Location	Position	Full-Time Equivalent
Warren Middle School	1:1 Paraprofessionals 08-33-08/bim 08-33-08/biy	2.0 FTE
Warren Middle School	Social Studies Teacher 02-33-22/aez	0.5 FTE
Warren Middle School	Science Teacher 02-33-22/biw	0.5 FTE
Warren Middle School	Special Education Teacher of Autism 02-33-19/bix	1.0 FTE
Woodland School	Grade 2 Teacher 02-50-22/biz	1.0 FTE

- C.10. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves the abolishment of the following positions for reasons of declining enrollment for 2019-2020:

Location	Position	Full-Time Equivalent
Warren Middle School	Social Studies Teacher 02-33-22/afs	1.0 FTE
Warren Middle School	Science Teacher 02-33-22/bdn	1.0 FTE
Warren Middle School	Mathematics Teacher 02-33-22/aic	1.0 FTE
Warren Middle School	English Language Arts Teacher 02-33-19/afy	1.0 FTE
Angelo L. Tomaso, Central, & Woodland Schools	Spanish Teacher 02-50-22/azh	0.4 FTE
Angelo L. Tomaso School	Kindergarten Teacher 02-40-22/atp	1.0 FTE
Angelo L. Tomaso School	Grade 2 Teacher 02-40-22/acz	1.0 FTE
Woodland School	Grade 1 Teacher 02-50-22/aea	1.0 FTE
Woodland School	Grade 5 Teacher 02-50-22/bgp	1.0 FTE

D. Policy

D.1. Policy – Second Reading

RESOLVED, that the Board of Education approves the second reading of the following policy:

Number	Name	New/Revision	Source of Changes
5756	Transgender Students	Revision	SEA

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary (any topic)

XVI. 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:

specific prospective or current employees unless all who could be adversely affected request an open session

Action will not be taken upon return to public session;

the length of the meeting is anticipated to be approximately 20 minutes; and be it

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

XVII. Adjourn

2018-2019 Board Goals

1. Define whole child priorities.
2. Determine a facilitator for a strategic planning process.
3. Develop a communications strategy for the referendum.
4. Review Bylaw 0155 (Board Committees).

2018-2019 District Goals

1. Develop programs and practices that Support each student and staff member in learning about and practicing a lifestyle that is socially, emotionally, and mentally healthy.
 - a. Whole Child connection - Healthy, Safe
2. Implement consistent safety and security procedures and practices throughout the district.
 - a. Whole Child connection - Healthy, Safe
3. Increase access to opportunities that enrich the student experience.
 - a. Whole Child connection - Engaged, Supported, Challenged
4. Design and implement interdisciplinary capstone experiences that encourage students to think critically, solve challenging problems, and develop such skills as oral communication, public speaking, research skills, media literacy, teamwork, planning, self-sufficiency, or goal-setting at each school level transition point.
 - a. Whole Child connection - Engaged, Supported, Challenged