

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* August 22, 2016 \* 7:00 PM

## Warren Middle School

- I. Call to Order and Statement of Presiding Officer Tia Allocco, 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 5, 2016. 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
  - PA, CC, LD, LD, AF, KH, JS, JS, CA
- IV. Minutes
  - RESOLVED, that the Board of Education approves the public and private session minutes of the August 8, 2016 Board Meeting.
- V. Correspondence and Information
  - HIB Information

Total # of Investigations:	Total # of Determined Bullying Incidents:
0	0
_____	_____
- VI. President's Remarks – Tia Allocco
- VII. Superintendent's Remarks – Matthew Mingle
- VIII. Committee Reports
- IX. Discussion
- 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. HIB Report  
RESOLVED, that the Board of Education approves the HIB Report submitted by the Superintendent for the period ending on August 18, 2016.
- A.2. Autism Class - Termination  
RESOLVED, that the Board of Education hereby approves the elimination of the Autism Class at Mount Horeb School, effective school year 2016-2017. Class elimination due to changing needs of students.
- A.3. Out of Zone Request  
RESOLVED, that the Board of Education approves the out of zone request for the following student:  
a. Student #8035934794, Grade 4, to remain at Angelo L. Tomaso for the 2016-2017 school year. The student is moving to a home zoned for Central School. The district will not be responsible for transportation.
- A.4. ELL Curriculum Grade K-8  
RESOLVED, that the Board of Education approves the revised Grade K-8 ELL Curriculum.
- A.5. Science Curriculum  
RESOLVED, that the Board of Education approves the revised Grade 6-8 Science Curriculum.

B. Finance/Operations/Transportation

- B.1. Payment of Bills  
RESOLVED, that the Board of Education approves the payment of bills for the month of August 2016 in the amount of \$1,921,988.87.
- B.2. 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
Michelle Wegener	ALT	NGSS Workshops	Branchburg	Sept and Dec 2016	\$250.00

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.

B.3. Transportation for Out of District Students

RESOLVED, that the Board of Education approves the transportation contracts with Educational Services Commission of New Jersey and Somerset County Educational Services Commission for the 2016-2017 School year transportation for out of district students as follows:

Contractor	Student ID#	School	Cost
ESCNJ	1405701923	Cambridge	\$32,992.50
SCESC	6440285665	Cedar Hill	\$31,992.50
SCESC	8009989713	PG Chambers	\$34,353.80
SCESC	7211419443	Jardine	\$37,440.00

B.4. Transportation Contract for Out of District Student - Berkeley Heights

RESOLVED, that the Board of Education approves the transportation contract with Berkeley Heights School District for the transportation of their student for the 2016-2017 School Year as follows:

Contractor	District	School	Cost
Warren	Berkeley Heights	DLC	\$5,393.07

B.5. Transportation Contract for Out-of-District Students – WHRHS

RESOLVED, that the Board of Education approves the transportation contract with Watchung Hills Regional High School for the transportation of their students for the 2016-2017 School Year as follows:

Contractor	District	School	Cost
Warren	WHRHS	WH1	\$8,250.44
Warren	WHRHS	WH2	\$5,002.56
Warren	WHRHS	Special Ed trips	\$9,154.70

C. Personnel/Student Services

C.1. Movement on the Guide

RESOLVED, that the Board of Education approves the following staff for amended placements on the 2016-2017 salary guide:

- a. Carla Annese, with congratulations, for movement from MA+15 to MA+30, effective September 1, 2016.
- b. Gina Banks, with congratulations, for movement from BA+15 to Masters, effective September 1, 2016.
- c. Nicholas Bayachek, with congratulations, for movement from BA+15 to Masters, effective September 1, 2016.

C.2. Offers of Employment

RESOLVED, that the Board of Education authorizes the Superintendent to extend offers of employment for which there may be a vacancy or which are predicated by enrollment numbers between August 23, 2016 and September 6, 2016, subject to ratification by the Board at its September 6, 2016 meeting.

- C.3. Organizational Chart  
RESOLVED, that the Board of Education approves the revised organizational chart, dated August 22, 2016.
- C.4. Retirement/Resignation  
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:
- a. Alexis Sacks, School Nurse, Central School, for the purpose of resignation, with appreciation for her 5 years of service to the Warren Township students, effective October 15, 2016.
  - b. Cathleen Gavin, Paraprofessional, Mt. Horeb School, for the purpose of resignation, with appreciation for her 9 years of service to the Warren Township students, effective September 18, 2016.
- C.5. Substitute Teachers  
RESOLVED, that the Board of Education approves the list of substitute teachers, dated August 17, 2016, for the 2016-2017 school year.
- C.6. New Teacher Induction Program Mentors  
RESOLVED, that the Board of Education approves the reimbursement of the following employees for their participation as mentors in the New Teacher Induction Program orientation for 5.5 hours on August 30, 2016, at the WTEA contractual rate of \$40 per hour per employee for a total not to exceed \$1,540:
- Hildegard Jackson
  - Jennifer McMahon
  - Laura Rodaman
  - Christine Rzasa
  - Brenda Sasso
  - Kelly Stankiewicz
  - Joan Toth
- C.7. New Teacher Induction Program - Presenter  
RESOLVED, that the Board of Education approves Sean Convery for the New Teacher Induction Program orientation on August 30, 2016, at the WTEA contractual rate of \$40 per hour, for three hours, at a cost not to exceed \$120.
- C.8. 2016-2017 September Opening Day Inservice  
RESOLVED, that the Board of Education approves the following staff for the 2016-2017 September Opening Days, at the WTEA contractual rate of \$40 per hour, at a cost not to exceed \$1,200:
- Lynn Alger
  - Cynthia Cassidy
  - Michelle Cebula
  - Sean Convery
  - Melissa Stoeckel
- C.9. Approval of Merit Goals 2016-2017 - Superintendent  
RESOLVED, that the Board of Education approves the following Superintendent's merit goals for 2016-2017:
- Quantitative: 3.33% per goal  
Improve communication with stakeholders.  
Improve outcomes related to staff recruitment and hiring.  
Receive at least one state or national award for district work.
  - Qualitative: 2.5% per goal  
Connect district goals with the Whole Child approach to education.  
Recommend a plan to address effects of declining enrollment.

C.10. Approval of 2015-16 Merit Goals Payment - Business Administrator  
 Whereas, on August 10, 2015, pursuant to NJAC 6A:23A-3.1 and its contract with the Business Administrator, the Board of Education established two qualitative criteria and associated merit bonuses for the Business Administrator for the 2015-2016 school year, and

Whereas, the Board of Education has now reviewed indicators of the achievement of those goals, now, therefore, be it

Resolved, the Board of Education makes the following determinations and directs that its determinations be submitted to the Executive County Superintendent of Schools for approval before payment as required by law:

Qualitative Criteria	Status	Merit Bonus Amount
1) Successful management of seven ROD Grants, culminating in SDA acknowledgement of acceptance of all required documentation.	<input type="checkbox"/> Achieved <input checked="" type="checkbox"/> Partially Achieved <input type="checkbox"/> Not Achieved	2.44% percent of base salary
2.) Provide extensive Business Administrator support, including but not limited to financial, physical and transportation analyses, for district study of response to declining student enrollment.	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Partially Achieved <input type="checkbox"/> Not Achieved	2.5% percent of base salary

D. Policy

D.1. Policies – Second Reading

RESOLVED, that the Board of Education approves the second and final reading of the following policies:

- a. Policy 4212.8 - Nepotism
- b. Policy 5141.22 - Medical Marijuana
- c. Policy 3570 - District Records and Reports

- XII. Old Business
- XIII. New Business
- XIV. Public Commentary
- XV. Adjourn