

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * December 11, 2018 * 6:30 PM

Warren Middle 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 November 7, 2018. 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

___Paige Albano	___Lisa DiMaggio	___Jeannine Sarosy
___Christian Bellmann	___Andrea Freijomil	___Ayanna Taylor-Venson
___David Brezee	___Ilana Goldstein	___Patricia Zohn

IV. 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:

a collective bargaining agreement and/or negotiations related to it and pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege

Action will be taken upon return to public session;

the length of the meeting is anticipated to be approximately 30 minutes; and be it

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

***NOTE: It is anticipated that the regular business portion of the meeting will begin at approximately 7:00 P.M.**

V. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the November 19, 2018 Board Meeting.

VI. Correspondence and Information

· HIB Information

Total # of Investigations:

0

Total # of Determined Bullying Incidents:

0

· Suspension Report

In School:

Out of School:

1

0

· Fire Drills

ALT
November 10

Central
November 7

Mt. Horeb
November 29

Woodland
November 7

Middle
November 28

· Security Drills

ALT
November 27
Bomb Threat

Central
November 29
Bomb Threat

Mt. Horeb
November 28
Bomb Threat

Woodland
November 20
Bomb Threat

Middle
November 27
Bomb Threat

VII. President's Remarks – Mr. David Brezee

VIII. Superintendent's Remarks – Dr. Matthew Mingle

IX. Presentations

- Recognition of Service - Mrs. Paige Albano, Mrs. Andrea Freijomil, Mrs. Ilana Goldstein
- Special Recognition of Extraordinary Efforts on November 15, 2018
- Warren Township Elementary Schools Video Premiere

X. Discussion

- Strategic Planning Facilitator

XI. Committee Reports

XII. 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).

XIII. 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 November 19, 2018.

- A.2. Summer Fun Program
RESOLVED, that the Board of Education approves the 2019-2020 Summer Fun Program to begin on Tuesday, June 25, 2019 through Friday, July 26, 2019.
- A.3. Extended School Year
RESOLVED, that the Board of Education approves the 2019-2020 Extended School Year to begin on Tuesday, June 25, 2019 through Friday, August 2, 2019.
- A.4. Field Trip Destination
RESOLVED, that the Board of Education hereby approves the field trip destination for the 2018-2019 School Year as follows:
 - a. Mount Saint Mary's High School
- A.5. Bedside Instruction
RESOLVED, the Board of Education approves the bedside instruction through Learn Well for Student #6672870988, beginning November 13, 2018, at an hourly rate of \$38.75, at a cost not to exceed \$412.32.
- A.6. Bedside Instruction
RESOLVED, the Board of Education approves the bedside instruction through Silvergate Prep for Student #6672870988, beginning November 26, 2018, at an hourly rate of \$40, at a cost not to exceed \$2,400.

B. Finance/Operations/Transportation

- B.1. Payment of Bills
RESOLVED, that the Board of Education approves the payment of bills for the period December 1, 2018 through December 11, 2018 in the amount of \$1,740,970.59.
- B.2. Partial Payment of Bills
RESOLVED, that the Board of Education authorizes the School Business Administrator/Board Secretary, pursuant to Policy 6470, to audit pending bills and claims, to pay qualifying bills and claims within approved budget line item amounts, from December 12, 2018 to December 31, 2018, and to submit those bills to the Board of Education for approval at its first meeting in January 2019.
- B.3. Board Secretary's and Treasurer's Report
WHEREAS, the Board of Education has received the report of the secretary for the month of November, 2018; and
WHEREAS, this report shows the following balances on November 30, 2018:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$11,053,371.78		\$1,001,355.68
(10) General Current Expense		\$21,615.00	
(11) Current Expense		\$1,685,482.64	
(12) Capital Outlay		\$217,383.53	
(13) Special Schools		\$1,149.19	

(20) Special Revenue Fund	\$39,797.94	\$53,409.46	\$0.00
(30) Capital Projects Fund	\$0.00	\$0.00	\$0.00
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$11,093,169.72	\$1,979,039.82	\$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.4. Budget Transfers for Month of November 2018

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	11-110-100-101-035-04-00	Salaries - Kindergarten Teachers- MHS	\$4,000
2.	11-000-230-530-000-01-21	Postage - District	11-000-291-270-000-00-00	Health Benefits	\$4,500
3.	11-000-230-630-000-01-00	BOE - Meeting Supplies	11-000-230-610-000-01-00	Administration - Supplies	\$100
4.	11-000-251-100-000-01-00	Salaries - Business Office	11-000-291-270-000-00-00	Health Benefits	\$3,840
5.	11-000-270-800-000-10-00	Transportation - Other	11-000-270-610-000-10-00	Transportation - General Supplies	\$150
6.	11-213-100-101-030-03-00	Salaries - RC Teachers - CS	11-000-221-176-033-07-00	Salaries- Integration Specialist-MS	\$6,500
7.	11-213-100-101-030-03-00	Salaries - RC Teachers - CS	11-120-100-101-030-03-00	Salaries - Grades 1-5 Teacher- CS	\$5,000
8.	11-213-100-101-033-07-00	Salaries - RC Teachers - MS	11-000-221-176-033-07-00	Salaries- Integration Specialist-MS	\$4,500
9.	11-216-100-500-035-08-00	PSD-Other Purchased Svcs.-MHS	11-216-100-600-035-08-00	PSD - Supplies - MHS	\$225

B.5. 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
Ronald Budis	B&G	Boiler Training	Kenilworth	Jan and Feb 2019	\$550
Lynn Alger	MS	New Jersey Educational Computing Cooperative	Montclair	Jan 2019	\$250
Lance Riegler	Tech	New Jersey Techspo	Atlantic City	Jan 2019	\$450
Carol Keirstead	MH	Increase All Your Students' Learning with Practical, Timesaving Work Stations that Work (Pre-K & Kindergarten)	Piscataway	Jan 2019	\$267
William Kimmick	District	New Jersey Techspo	Atlantic City	Jan and Feb 2019	\$773

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.6. Transportation Contracts for Out of District Students
RESOLVED, that the Board of Education approves the transportation contracts with Somerset County Educational Services Commission for 2018-2019 School year transportation for out of district students as follows:

Contractor	Student ID#	School	Cost
SCESC	4822586417	Spectrum 360	\$23,082.80
SCESC	1405701923	Cambridge School	\$21,729.75

(This motion supersedes previous motion from September 4, 2018.)

- B.7. Resolution of Support from Warren Township Board of Education
Authorizing the Sustainable Jersey for Schools Small Grant Application
WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and;

WHEREAS, The Warren Township Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

WHEREAS, Warren Township Board of Education is participating in the Sustainable Jersey for Schools Program; and

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program;

THEREFORE, the Warren Township Board of Education has determined that Warren Township should apply for the aforementioned grant program. The Grant will be 2018 NJEA Schools Grants Program;

THEREFORE, BE IT RESOLVED, that of the Warren Township Board of Education, State of New Jersey, authorizes the submission of the aforementioned Sustainable Jersey for Schools Grant.

B.8. Donation - Judith Weiniger of the Weiniger Group
RESOLVED, that the Board of Education accepts, with gratitude, a donation of elementary school highlight videos valued at \$4,500.

B.9. Transportation Contracts for WHRHS Students
RESOLVED, that the Board of Education approves a transportation contract for the transportation of WHRHS students for the 2018-2019 School Year, effective December 10, 2018 through June 30, 2019 as follows:

Host District	Joining District	Destination	Cost
Warren	WHRHS	Ridge High School	\$23,595

B.10. Contract for Supplemental Student Transportation
RESOLVED, that the Board of Education approves transportation of students, effective December 5, 2018 through June 30, 2019, through a contract with Dealaman Bus Services of Warren, NJ, at a cost of \$5,504.

B.11. Capital Reserve Withdrawal
RESOLVED, that the Board of Education approves withdrawals from Capital Reserve for purposes of contracts with the district's Architect of Record, Parette Somjen Associates, for the board's approved Boiler and Pump Replacement project.

B.12. Approval - Central School Health Office Renovation
RESOLVED, upon the recommendation of the Superintendent, that the Warren Township School District, in the County of Somerset, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Nurse's Suite renovation at the Central Elementary School to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Capital Reserve Account.

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
Devyn Farnham	Paraprofessional 08-35-08/bgu	MH	N/A	2	\$22,430	12/10/2018-6/30/2019	Replacing employee #3208
Jennifer Cullinan	Leave Replacement Grade 4 Teacher	WS	MA	5-6	\$67,749	9/1/2018 - 6/30/2019 (This motion supersedes the previous motion approved August 20, 2018.)	Replacing employee #2276

C.2 Leave Request

RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
1952	FMLA - November 21, 2018 through January 11, 2019 (paid) FMLA - January 14, 2019 through January 15, 2019 (unpaid)
3254	FMLA - January 2, 2019 through February 13, 2019 (unpaid)
1128	FMLA - October 29, 2018 - through January 28, 2019 (paid) Extended Leave - January 29, 2019 through January 31, 2019 (paid) (This motion supersedes the previous motion approved November 19, 2018.)
3282	October 15, 2018 through January 1, 2019 (unpaid with benefits) (This motion supersedes the previous motion approved November 5, 2018.)
1324	December 5, 2018 through January 7, 2019 (paid with benefits)
2276	September 4, 2018 through June 30, 2019 (unpaid without benefits) (This motion supersedes the previous motion approved June 4, 2018.)

C.3. Warren Academy Courses Instructor Stipend 2018-2019

RESOLVED, that the Board of Education approves the following staff for reimbursement as an Instructor. Each instructor will be reimbursed at the WTEA contractual rate \$50.00 per hour. The total cost shall not exceed \$2,600.00.

Name	Course	Date	Prep Hours	Instructor Hours	Cost Total
Susan Cooper	Teacher Leaders Shape Our Schools	Jan 3, 2019	3	1	\$200
Lisa Lontai	Cultural & Linguistic Competency	Jan 30 and Feb 6, 2019	6	2	\$400
Jessica Nathan	Classroom Management	Dec 12 and 19, 2018	2	2	\$200
Jessica Nathan	Epic in the Classroom	Jan 10, 2019	1	1	\$100
Jessica Nathan	Planning NGSS Aligned Lessons with FOSS	Jan 14, 2019	3	1	\$200
Amanda Rodrigues	Leadership to Build Capacity in Colleagues	Jan 14, 2019	6	2	\$400

Amanda Rodrigues	Behaviors for Teachers to Foster Positive Brain Health	Jan 16, 2019	6	2	\$400
Kristen Stoyanov	Differentiating within Math Centers	Dec 19, 2018	1	1	\$100
Michelle Zgombic	Let's Get Organized! with Gmail, GKeep and GDrive	Jan 8, 2019	4.5	1.5	\$300
Michelle Zgombic	YouTube and Multimedia in the Classroom	Feb 12, 2019	4.5	1.5	\$300

C.4. Summer Fun Positions - 2019-2020

RESOLVED, that the Board of Education approves the following Summer Fun/ESY positions for the 2019-2020 school year.

Name	Position	Location	Salary
Meryl Lettire	Summer Fun/ESY Principal/Supervisor	ALT	\$15,430
Melissa Smolenski	Summer Fun/ESY Assistant Principal	ALT	\$9,842
Eileen Haddican	Summer Fun/ESY Secretary	ALT	\$5,735

C.5. Retirement/Resignation

RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Maxine Dornfeld	1:1 Paraprofessional	MS	Retirement	9/1/2012 - 1/31/2019

C.6. Substitute Teachers

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

Name
Tam Quach
Sarah Claxton
Christina Mancino

C. 7. Long Term Substitutes

RESOLVED, that the Board of Education approves the following Long Term Substitutes:

Name	Effective Date	Discussion
Tam Quach	12/7/2018 - 1/15/2019	For employee #1952
Lynda Larsen	10/30/2018 - 2/1/2019 (Monday, Wednesday & Thursday)	For employee #1128

Nicole Kolb	12/4/2018 - 2/1/2019 (Tuesday/Friday)	For employee #1128
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- C.8. Warren Middle School Bus Arrival Supervision - Rescind
RESOLVED, that the Board of Education rescinds the the appointment of Debbie Hunt for morning supervision at Warren Middle School, effective September 6, 2018 through June 24, 2019, at a stipend amount of \$500 per marking period.
- C.9. Warren Middle School Bus Arrival Supervision
RESOLVED, that the Board of Education approves the following staff for morning supervision at Warren Middle School, effective September 6, 2018 through June 24, 2019, at a stipend amount of \$500 per marking period, per staff member:
- Karen Balich (Ms. Balich will replace Debbie Hunt)
- C.10. 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:
- Choreographer, Catherine Heldt
- C.11. After School Clubs and Activities - Rescind
RESOLVED, that the Board of Education rescinds the appointment of the following Clubs/Club Leaders at Warren Middle School:

Name	Club
Emily Bruno	Mindfulness Matters
Joel VanTine Beverly MacGorman	Talent Show
Martha Mendez	Spanish Club

- C.12. After School Clubs and Activities
RESOLVED, that the Board of Education adjusts the stipend amount of the following Clubs/Club Leaders at Warren Middle School:

Name	Club	New Amount
John Seremula	Archery	\$735
Amy Jensen	Songwriting	\$735
Debbie Hunt	Astronomy	\$735
Bonnie Pierson	Student Leadership Diversity	\$735
Helen Scully	Student Leadership Diversity	\$735

XIV. Unfinished Business

XV. New Business

XVI. Public Commentary (any topic)

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