

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * December 7, 2015 * 7:00 PM
Warren Middle School

- I. Call to Order and Statement of Presiding Officer Jim Sena, 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 December 4, 2015. This notice was on that date posted on the bulletin board in the Township Office, sent 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
 - CA, CC, LD, DD, LD, KH, JS, GS, JS

- 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:
 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 10 minutes; and be it
FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

- V. Minutes
 - RESOLVED, that the Board of Education approves the public and private session minutes of the November 23, 2015 Board Meeting.

- VI. Correspondence and Information
 - HIB Information

Total # of Investigations:	Total # of Determined Bullying Incidents:
0	0
<hr style="width: 50px; margin: 0 auto;"/>	<hr style="width: 50px; margin: 0 auto;"/>

 - Fire Drills

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
November 13	November 9	November 23	November 13	November 16

 - Security Drills

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
November 23 Bomb	November 25 Bomb Threat	November 10 Bomb Threat	November 23 Bomb Threat	November 24 Bomb Threat

- VII. President's Remarks – Jim Sena

- VIII. Superintendent's Remarks – Elizabeth Nastus

- IX. Committee Reports
- X. Discussion
- XI. 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).

XII. 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 December 3, 2015.

B. Finance/Operations/Transportation

- B.1. 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
Shannon Sharkey	MHS	Strategies to Integrate SLP Interventions	Piscataway	Feb 2016	\$239
Michele Stora de Cruz	MHS	FLENJ Annual Conference	New Brunswick	Feb 2016	\$232
P. Andrea Gower	MS	FLENJ Annual Conference	New Brunswick	Feb 2016	\$181
Mary Pat Forenza	MS	FLENJ Annual Conference	New Brunswick	Feb 2016	\$184

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.2. Acceptance of Audit for the 2014-2015 School Year

WHEREAS, the Board of Education has engaged Suplee Clooney & Company of Westfield, NJ, to audit the district's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2015, 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 2014-2015 school year are:

AUDIT 2014 - 2015

REVENUES	Final Budget	Actual
Local Sources	\$38,676,272	\$38,804,836
State Sources	\$1,429,598	\$5,644,421
Federal Sources	-	-
Total	\$40,105,870	\$44,449,257
EXPENDITURES		
Regular Instruction	\$11,935,892	\$11,735,383
Special Education	\$4,055,551	\$4,029,234
Other Instruction	\$1,525,973	\$1,496,997
Undistributed Expenditures	\$22,833,339	\$25,511,269
Total General Expenses	\$40,350,755	\$42,772,883
Capital Outlay	\$799,748	\$474,120
Special Schools	\$204,800	\$204,469
	\$41,355,303	\$43,451,472
OTHER SOURCES/USES		
Transfer in from Capital Projects	-	-
Transfer to Capital Projects		\$1,416,661
Excess (Deficiency)	(\$1,249,433)	(\$418,876)
Fund Balance July 1, 2014	\$5,304,411	\$5,304,411
Fund Balance June 30, 2015	\$4,054,978	\$4,885,535
Analysis of Fund Balance Reserved		
Excess Surplus- subsequent year's expenditures (15-16)		\$450,000
Excess Surplus (16-17)		\$440,000
Emergency Reserve Account		\$375,000
Maintenance Reserve Account		\$200,000
Capital Reserve Account		\$1,958,522
Encumbrances		\$415,540
TOTAL		\$1,046,473

Now therefore be it,

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

Recommendation: None

Corrective Action: None

C. Personnel/Student Services

C.1. Employment for the 2015-2016 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, for the 2015-2016 school year and 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.”

a. Cheryl Hall, Transportation Driver, District, increase to 7 hours per week at a salary of \$22,680 (prorated), effective December 8, 2015 through June 30, 2016.

C.2. Substitute Teachers

RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2015-2016 school year:

- a. Angela Austin
- b. Amalia Kanaras
- c. Erica Spinelli

C.3. Approval of Title I - Extended Day Tutor

RESOLVED, that the Board of Education approves the additional appointment of the following staff members as Title I - Extended Day Tutor, to be paid the contractual rate of \$40 per hour. Total cost dependent upon needs of identified students in the district's two Title I schools, which are Angelo L. Tomaso School and Central School, for a total program cost not to exceed \$39,400:

- Chelsea Christophel

XIII. Old Business

XIV. New Business

XV. Public Commentary

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 15 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