

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * February 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. Presentation & Discussion
 - Gwen Thornton, New Jersey School Boards, STEEP Community Facilitator
- V. Minutes
 - RESOLVED, that the Board of Education approves the public and private session minutes of the February 1, 2016 Board Meeting.
- VI. Correspondence and Information
 - HIB Information

Total # of Investigations:	Total # of Determined Bullying Incidents:
2	0
- VII. President's Remarks – Tia Allocco
- VIII. Superintendent's Remarks – Elizabeth Nastus
- IX. Committee Reports
 - STEEP Update - Celeste Campos
- 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 February 18, 2016.

A.2. Bedside Instruction
RESOLVED, the Board of Education approves bedside instruction for Student #2774547196, beginning February 1, 2016, at an hourly rate of \$55, at a cost not to exceed \$1,100.

B. Finance/Operations/Transportation

B.1. Payment of Bills
RESOLVED, that the Board of Education approves the payment of bills for the month of February 2016 in the amount of \$3,909,372.80.

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 January 2016;
WHEREAS, this report shows the following balances on January 31, 2016

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$8,347,670.17		\$1,046,472.82
(11) Current Expense		\$2,203,419.31	
(12) Capital Outlay		\$44,671.52	
(13) Special Schools		\$8.66	
(20) Special Revenue Fund	(\$7,508.36)	\$30,144.93	\$0.00
(30) Capital Projects Fund	\$293,480.97	\$59,496.68	\$1,555,224.63
(40) Debt Service Fund	\$538,782.71	\$0.00	(\$0.29)
TOTAL	\$9,172,425.49	\$2,337,741.10	\$2,601,697.16

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 January 2016

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:		
11-000-219-104-00-00	Salaries - Child Study Team	11-110-100-101-00-01	Salaries - Kindergarten Teachers	\$5,000
11-000-223-320-08-00	Staff Training Services - Special Ed	11-000-217-320-08-00	Extraordinary Svcs. - Purch. Prof. Svc.	\$1,800
11-000-266-420-09-04	Security - Maintenance Repairs-MH	11-000-262-107-00-00	Sals. - Lunchroom & Playground Aides	\$500
11-000-266-420-09-05	Security - Maintenance Repairs - ALT	11-000-262-107-00-00	Sals. - Lunchroom & Playground Aides	\$500
11-000-266-420-09-06	Security - Maintenance Repairs - WD	11-000-262-107-00-00	Sals. - Lunchroom & Playground Aides	\$500
11-000-266-610-00-00	Security - District - Supplies	11-000-262-107-00-00	Sals. - Lunchroom & Playground Aides	\$1,500
11-190-100-610-03-10	Instructional Supplies - Central	11-190-100-640-03-00	Textbooks - Central	\$1,000
11-230-100-101-00-00	Salaries - Basic Skills Teachers	11-216-100-106-00-00	Salaries - Preschool Disabled - Aides	\$4,200

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
Kevin Potter	District	NJSBG Expo	Atlantic City	Mar 2016	\$200
Sally DeFelice	District	AESOP Certification	Princeton	April 2016	\$731
Patricia Leonhardt	District	NJASBO Conference	Atlantic City	June 2016	\$511

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.5. Copy Machine Purchase

RESOLVED, that the Board of Education approves the purchase of a copy machine, for a cost of \$19,885, from Atlantic Tomorrow's Office of Freehold, NJ. The district will be purchasing a Savin MP7502SP copier with 3 hole punch capability, which will be placed in the Faculty Room at Woodland School. This purchase is covered by NJ State Contract A51464.

- B.6. Donation - Warren Middle School
RESOLVED, that the Board of Education accepts, with gratitude, a donation totaling approximately \$6,600 to be allocated for the Maker Space in the Middle School Library.

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. Emily Puhak, Leave Replacement Teacher, Warren Middle School, BA+15, Step 1 of the 2015-2016 salary guide, \$59,504 (prorated), effective February 23, 2016 through June 30, 2016. (Ms. Puhak will be LRT for Employee #1879.)
 - b. Cheryl Kallio, Leave Replacement Paraprofessional, Warren Middle School, 32.5 hours, Step 1-4 of the 2015-2016 salary guide, \$20,573 (prorated), effective February 23, 2016 through June 30, 2016. (Mrs. Kallio will be leave replacement for Ms. Puhak.)
- C.2. Compacted Schedule for Summer 2016
RESOLVED, that the Board of Education approves a 4-day compacted work schedule for Summer 2016, from the week of July 11th, up to and including the week of August 29th.
- C.3. Substitute Teachers
RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2015-2016 school year:
- a. Cecilia Beisler
 - b. John Falcone
 - c. William Fratto
- C.4. Movement on the Guide
RESOLVED, that the Board of Education approves the following staff for amended placements on the 2015-2016 salary guide:
- a. Carla Annese, with congratulations, for movement from MA to MA+15, effective February 1, 2016.
 - b. Nicole Panos, with congratulations, for movement from MA+15 to MA+30, effective February 1, 2016.
- C.5. Leave Request
RESOLVED, that the Board of Education approves the following:
- a. Employee #1879 for leave (paid and unpaid according to legal and contractual entitlement), under FMLA/NJFLA/Child Rearing, from on or about February 26, 2016 through June 30, 2017.
 - b. Employee #1777 for intermittent leave (unpaid according to legal and contractual entitlement) under FMLA, from February 8, 2016 through on or about May 11, 2016.
 - c. Employee #1598 for extended leave (unpaid according to legal and contractual entitlement) under FMLA from February 15, 2016 through on or about April 7, 2016, with an anticipated return date of April 8, 2016. (Initial leave approved on January 19, 2016.)

- C.6. Additional Hours
RESOLVED, that the Board of Education approves the additional hours for Lisa Lontai to accompany Student #7048289004, to Play Practice, starting January 5, 2016, at a cost not to exceed \$4,000.
- C.7. Contracted Services
RESOLVED, that the Board of Education approves the following rate change for provider Levia Spingarn Gabel for ABA Services for newly contracted students, as of February 1, 2016, at a rate of \$75 per hour.
- C.8. Affirmative Action Committee-Comprehensive Equity Plan
RESOLVED, that the Board of Education approves the Affirmative Action Officer and the Affirmative Action Committee to develop a Comprehensive Equity Plan, implement the plan over a three year period of time, and submit an annual State of Assurance.
- C.9. Revised School Calendar - Woodland
RESOLVED, that the Board of Education approves the amended 2015-2016 calendar to include a half day make-up for Woodland School, on June 23, 2016.

D. Policy

- D.1. Policies – First Reading
RESOLVED, that the Board of Education approves the first reading of the following policies:
- a. 1322 - Contests for Pupils
 - b. 5136 - Fundraising Activities

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