

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * February 5, 2018 * 6:30 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 19, 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.

V. Minutes

- RESOLVED, that the Board of Education approves the public and private minutes of the January 16, 2018 Board Meeting.

VI. Correspondence and Information

· HIB Information

Total # of Investigations:

2

Total # of Determined Bullying Incidents:

1

· Fire Drills

ALT
January 10

Central
January 11

Mt. Horeb
January 10

Woodland
January 22

Middle
January 29

· Security Drills

ALT
January 24
Sheltering In

Central
January 29
Sheltering In

Mt. Horeb
January 31
Sheltering In

Woodland
January 29
Sheltering In

Middle
January 12
Sheltering In

- VII. President's Remarks – Mr. David Brezee
- VIII. Superintendent's Remarks – Dr. Matthew Mingle
- IX. Presentations
 - Mt. Horeb Student Presentation
 - Middle School Schedule Proposal - Mr. Villar and Mr. Achtau
- X. Discussion
 - Active Learning Space Proposal - 2018-2019 Budget
- XI. Committee Reports
- XII. Public Commentary (agenda items only)

Note on public input at BOE meetings: Board Policy #9322, adopted on January 21, 2013, 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).

- XIII. 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 1, 2018.
 - A.2. Overnight Trip
RESOLVED, that the Board of Education approves the Warren Middle School overnight trip as follows:
 - a. Quiz Bowl Team to compete in the National Academic Championship in Alexandria, VA from May 31, 2018 through June 3, 2018.
 - A3. Field Trip Destination
RESOLVED, that the Board of Education hereby approves Chinatown, New York City, as a field trip destination for the 2017-2018 School Year.
 - B. Finance/Operations/Transportation
 - B.1. Board Secretary's and Treasurer's Report
WHEREAS, the Board of Education has received the report of the secretary for the month of December 2017.

WHEREAS, this report shows the following balances on December 31, 2017:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$10,126,205.83		\$990,303.32
(11) Current Expense		\$1,908,236.67	
(12) Capital Outlay		\$246,134.69	
(13) Special Schools		\$14,437.47	
(20) Special Revenue Fund	(\$58,724.30)	\$25,049.16	\$0.00
(30) Capital Projects Fund	\$104,711.05	\$0.00	\$297,136.05
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$10,172,192.58	\$2,193,857.99	\$1,287,439.37

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.2. Budget Transfers for Month of December 2017

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.	11-000-217-106-033-07-02	Salaries - Extraordinary Paras - MS	11-213-100-106-033-07-00	Salaries - RC Aides - MS	\$4,025
2.	11-000-230-530-000-01-21	Postage - District	11-000-291-270-000-00-00	Health Benefits	\$4,500
3.	11-000-230-580-000-01-00	Superintendent - Workshops & Travel	11-000-291-270-000-00-00	Health Benefits	\$4,500
4.	11-000-230-610-000-11-01	Admin Supplies - Technology	11-000-291-270-000-00-00	Health Benefits	\$3,000
5.	11-000-230-334-000-01-00	Architect and Engineering Services	11-000-291-270-000-00-00	Health Benefits	\$19,000
6.	11-000-240-103-030-03-00	Salaries - Principals/Dean/Director - CS	11-000-100-566-000-08-01	Tuition - Private - Regular SY	\$30,000
7.	11-000-263-610-000-09-00	Grounds - Supplies	11-000-262-610-000-09-00	Building Supplies - Maintenance	\$5,000
8.	11-000-270-503-000-10-00	Aide in Lieu of Transportation	11-000-270-515-000-10-00	Special Ed Transportation (Jointure)	\$17,000
9.	11-000-270-580-000-10-00	Transportation - Workshops & Travel	11-000-270-515-000-10-00	Special Ed Transportation (Jointure)	\$75

10.	11-204-100-500-033-08-00	LLD - Other Purchased Services - MS	11-190-100-500-033-12-00	Other Purchased Svcs.- Curriculum- MS	\$115
11.	11-214-100-500-030-08-00	Autism - Other Purchased Svcs. - CS	11-214-100-610-030-08-00	Autism Supplies - CS	\$1,945
12.	11-230-100-101-033-07-00	Salaries - Basic Skills Teachers - MS	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$152,500
13.	12-000-400-334-033-07-M2	Architect - Main Entrance Door - MS	12-000-400-450-000-00-00	Construction Services	\$6,100
14.	12-000-400-334-033-07-M2	Architect - Main Entrance Door - MS	12-000-400-390-000-00-00	Professional Services	\$22,500
15.	13-422-100-500-035-00-00	Summer Fun - Other Purch. Svcs. - MHS	13-422-100-101-040-00-05	Summer Fun - Admin. & Nurse - ALT	\$2,000

B.3. 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
Patti Pillinger	ALT	Strategies for Creating and Exemplary Literacy Day	Saddle Brook	Mar 2018	\$167
Patricia Iannacone	CS	NJSHA/NJIDA Annual Spring Conference	Garwood	Mar 2018	\$205
Michael Gonnella	Maint.	NJSBGA Conf. Expo 2018	Atlantic City	Mar 2018	\$389
Kevin Potter	Maint.	NJSBGA Conf. Expo 2018	Atlantic City	Mar 2018	\$379
MaryLou Psak	CS	Refresh and review online for Visualize and Verbalize	Online	Jan 2018	\$199
Catherine Lazas	MS	NJSHA/NJIDA Conf. 2018	Garwood	Mar 2018	\$220
Lisa Lontai	MS	NJSSNA Spring Conf.	Princeton	Mar 2018	\$224
Joyce Pekarsky	CS	NJ International Dyslexia Conf.	Garwood	Mar 2018	\$207
Myranda Shimko	MS	NJSHA/NJIDA Annual Spring Conference	Garwood	Mar 2018	\$205
Deborah Yankowicz	MH	PECS Level 2 Training	New York, NY	June 2018	\$441

Jeff Sutherland	ALT	NJAPHERD Annual Conf.	Long Branch	Feb 2018	\$265
Frances Blabolil	CS	Literacy Learning Across the Grades	Garwood	Mar 2018	\$225
Jan Brennan	ALT	NJSSNA Spring Conf.	Princeton	Mar 2018	\$199
Susan Cooper	MS	National Academic Championship	Alexandria, VA	May-June 2018	\$700

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.4. Angelo L. Tomaso School Tile Replacement Project

RESOLVED, that the Board of Education approves the removal of current tile, purchase and installation of new floor tile for Angelo L. Tomaso School hallways at a total approximate cost of \$42,234.55 as follows:

- Gillespie Group - Removal of tile, purchase and installation of new tile - \$37,484.55 through the ESC of New Jersey contract 14/15-64
- Bristol Environmental Inc.(BEI) - \$4,000 - Abatement
- TTI Environmental - \$750 clearance air sampling (anticipated approximate cost)

Approval includes authorization to withdraw said amount from the district's Maintenance Reserve account.

B.5. Waiver of Requirements - Special Education Medicaid Initiative (SEMI) Program

RESOLVED, that the Board of Education approves the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 School Year, and

WHEREAS, that the Board of Education desires to apply for this waiver due to the fact that it has fewer than 40 Medicaid eligible classified students,

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in Somerset County the appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2018-2019 school year.

B.6. 2018-2019 School Year Tuition Rates

RESOLVED, that the Board of Education approves the following as the 2018-2019 tuition rates:

- Kindergarten: \$16,548
- Grades 1 - 5: \$18,647
- Grades 6 - 8: \$18,376

B.7. Sale of Obsolete Items

RESOLVED, that the Board of Education declares as obsolete the following:

- Hammond Model L-143 Organ

BE IT FURTHER RESOLVED, that the Board of Education approves the sale of the listed equipment in accordance with N.J.S.A. 18A:18A:45 – Sale of Property.

- B.8. Finance, Operations, and Security Committee Description
RESOLVED, that the Board of Education approves the revised Finance, Operations, and Security Committee description.

C. Personnel/Student Services

C.1. Substitute Teachers

RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2017-2018 school year:

- a. Alexandra Sheppard
- b. Stan Chrapowicki
- c. Jennifer Archbold

C.2. Movement on the Guide

RESOLVED, that the Board of Education approves the following staff for amended placements on the 2017-2018 salary guide:

- a. Nicholas Bayachek, with congratulations, for movement from MA+15 to MA+30, effective February 1, 2018.
- b. Chelsea Hill, with congratulations, for movement from MA+15 to MA+30, effective February 1, 2018.
- c. Rebecca Sutherland, with congratulations, for movement from BA+15 to MA, effective February 1, 2018.
- d. Lisa Carlson, with congratulations, for movement from MA+30 to MA+45, effective February 1, 2018.
- e. Heather Saum, with congratulations, for movement from MA to MA+15, effective February 1, 2018.
- f. Brian Kilroy, with congratulations, for movement from MA+15 to MA+30, effective February 1, 2018.
- g. Peter Kassalow, with congratulations, for movement from MA to MA+15, effective February 1, 2018.

C.3. Spring Coaching Stipends

RESOLVED, that the Board of Education approves the appointment of the following coaches for the 2017-2018 school year:

- a. Boys Baseball: David Arnold - \$2,981
- b. Girls Softball: Danielle Buzby - \$2,981
- c. Boys/Girls Track:
 - o Robert Hartshorn - \$2,262
 - o Keith Koellhoffer - \$2,262
 - o Timothy O'Heney - \$2,262
 - o Jeffrey Sutherland - \$2,262

C.4. Retirement/Resignation

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

- a. Debra Granrath, Physical Education Teacher, Warren Middle School, for the purpose of retirement, with appreciation for her 24 years of service to the Warren Township students, effective June 30, 2018.

C.5. Employee Discipline

RESOLVED, the Board of Education approves the suspension, without pay, of Employee #2863, January 19 (half day p.m.), 22 and 23, 2018.

- C.6. Leave Request
RESOLVED, that the Board of Education approves the following:
- a. Employee #2693 for leave (paid and unpaid according to legal and contractual entitlement), from on or about April 9, 2018 through on or about October 26, 2018. (This motion supersedes previous motion dated January 2, 2018.)
 - b. Employee #1328 for extended paid leave from January 29, 2018 through on or about March 30, 2018.
 - c. Employee #2896 for leave (paid and unpaid according to legal and contractual entitlement) from on or about January 29, 2018 through on or about April 27, 2018. (This motion supersedes previous motion dated October 16, 2017.)
 - d. Employee #2942 for leave (paid and unpaid according to legal and contractual entitlement) from January 9, 2018 through on or about February 2, 2018.
 - e. Employee #0547 for intermittent leave (unpaid according to legal and contractual entitlement from February 2, 2018 through on or about March 5, 2018.
- C.7. Long Term Substitutes for 2017-2018
RESOLVED, that the Board of Education approves the appointment of the following as Long Term Substitutes:
- a. MaryAnne Dubois, effective December 11, 2017 through February 8, 2018.
 - b. William Mellott, effective February 9, 2018 through on or about April 17, 2018.
- C.8. Approval to Create Position
RESOLVED, that the Board of Education hereby approves the creation of the following position:
- a. 1:1 Paraprofessional, 32.5 hours
- C.9. Personnel Committee Description
RESOLVED, that the Board of Education approves the revised Personnel Committee description.
- C.10. Personnel Committee Goals
RESOLVED, that the Board of Education approves the revised Personnel Committee goals for the 2017-2018 school year:
1. Recommend policies to the full Board for approval as appropriate to the Committee's function.
 2. Support the implementation of newly ratified collective bargaining agreements with the WTAA and WTEA.
 3. Support the implementation of an evaluation system for coaches and advisors.
 4. Support and advise the Superintendent on the most efficient use of personnel to maximize program options within the recommended schedules.
 5. Review and advise on Superintendent recommendations for adjustments to nonaligned staff salaries.

C.11. WTEA Grievance Resolution

XIV. Unfinished Business

XV. New Business

- Ad Hoc Personnel Policy Committee
- Class Size
- NJSBA Delegate Assembly Submission of Resolutions

XVI. Public Commentary (any topic)

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XVII. Adjourn

2017-2018 Board Goals

1. Approve updated policies managing all facets of district operations.
2. Develop a long range capital improvement and financial plan that addresses maintenance needs and aspirational projects.
3. Support the consistent application of security practices across the district.
4. Engage with the community about Board of Education business by researching, discussing and making decisions about public availability of audio and/or video recordings of meetings.

2017-2018 District Goals

1. Implement new elementary and middle school schedules.
2. Support each student and staff member in learning about and practicing a lifestyle that is both physically and mentally healthy.
3. Ensure that security practices are consistently implemented across the district.
4. Increase access to opportunities that enrich the student experience (such as field trips, extracurricular activities, and athletics).