

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * February 6, 2017 * 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 4, 2017. 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, DB, LD, LD, AF, JS, JS, PZ, CA

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the January 17, 2017 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

3

2

· Fire Drills

ALT
January 4

Central
January 6

Mt. Horeb
January 12

Woodland
January 13

Middle
January 25

· Security Drills

ALT
January 30
Sheltering In

Central
January 20
Sheltering In

Mt. Horeb
January 27
Sheltering In

Woodland
January 31
Sheltering In

Middle
January 19
Sheltering In

VI. President's Remarks – Tia Allocco

VII. Superintendent's Remarks – Matthew Mingle

VIII. Presentations

- Quarterly Update on District, Board and Superintendent Goals
- Central Office Location Recommendation

IX. Discussions

- District Goal 3H Recommendation - Central Office Location
- Strauss Esmay Policy and Regulations Services

X. Committee Reports

XI. Public Commentary (agenda items only)

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 February 2, 2017.

A.2. HIB Summary Report

RESOLVED, that the Board of Education approves the HIB Summary Report submitted by the Superintendent for the period of September 1, 2016 through December 31, 2016.

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

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$9,416,630.04		\$973,637.24
(11) Current Expense		\$2,351,832.08	
(12) Capital Outlay		\$121,988.75	
(13) Special Schools		\$227.54	
(20) Special Revenue Fund	(\$78,579.59)	\$28,280.98	\$0.00
(30) Capital Projects Fund	\$81,127.62	\$0.00	\$223,889.55
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$9,419,178.07	\$2,502,329.35	\$1,197,526.79

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 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:		
1.	11-000-230-820-00-00	Judgments Against the District	11-000-291-270-00-00	Health Benefits	\$17,500
2.	11-000-266-100-00-00	Salaries - Security	11-000-262-100-09-10	Salaries - Maintenance	\$6,000
3.	11-000-291-241-00-00	Retirement Contributions - PERS	11-000-291-270-00-00	Health Benefits	\$18,005
4.	11-120-100-101-00-01	Salaries - Grade 1-5 Teachers	11-213-100-101-00-00	Salaries - RC Teachers	\$23,000
5.	11-150-100-320-08-00	Home Instruction - Purchased Services	11-190-100-320-08-00	Purchased Professional Services - SPS	\$340
6.	11-190-100-500-11-01	Other Purchased Services - Technology	11-190-100-610-11-01	Supplies - Instructional Hardware	\$6,500
7.	11-209-100-106-00-00	Salaries - SEED Program - Aides	11-213-100-101-00-00	Salaries - RC Teachers	\$17,100
8.	11-213-100-106-00-02	Substitute Teachers - RC Aides	11-000-262-107-00-02	Substitutes - Multi-Duty Paras	\$30,000
9.	11-240-100-500-12-03	ELL - Other Purchased Services - Central School	11-230-100-500-12-03	Basic Skills - Purchased Services - Central School	\$270
10.	11-240-100-500-12-04	ELL - Other Purchased Services - Mt. Horeb School	11-230-100-500-12-04	Basic Skills - Purchased Services - Mt. Horeb School	\$160
11.	11-240-100-500-12-05	ELL - Other Purchased Services. - ALT	11-230-100-500-12-05	Basic Skills - Purchased Services - ALT	\$135
12.	11-240-100-500-12-06	ELL - Other Purchased Services. - Woodland School	11-230-100-500-12-06	Basic Skills - Purchased Services - Woodland School	\$160
1.3	11-240-100-500-12-07	ELL - Other Purchased Services. - Middle School	11-230-100-500-12-06	Basic Skills - Purchased Services - Woodland School	\$110
14.	12-000-262-730-09-00	Operations & Maintenance Equipment	11-000-262-107-00-00	Salaries - Lunchroom and Playground Aides	\$17,900
15.	12-000-270-732-10-00	Transportation Equipment	11-000-270-161-10-00	Salaries - Transportation	\$2,100
16.	12-120-100-730-04-00	Instructional Equipment - Mt. Horeb	11-190-100-610-04-10	Instructional Supplies - Mt. Horeb	\$2,500

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
Kevin Potter	District	NJSBGA Expo 2017	Atlantic City	Mar 2017	\$359
Jessica Halpern	MS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$180
Patricia Iannacone	CS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$205
Allison Reu	CS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$180
Allison Hecht	CS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$215
Myranda Shimko	MS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$205
Melissa Stoeckel	ALT	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$205
Joyce Pekarsky	CS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$209
Frances Blabolil	CS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$210
Catherine Lazas	MS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$205

Linda Yu	MS	Joint NJIDA and NJSHA Matching Interventions to Reasons for Reading Difficulties	Garwood	Mar 2017	\$205
Lisa Lontai	MS	NJSSNA Spring Conference	Iselin	Mar 2017	\$225
Janet Kozik	BOE	Power School User Group-NJ 2017	Atlantic City	Mar 2017	\$485
Candie Hengemuhle	BOE	Special Ed. Dir. Academy-School Refusal/Anxiety and Hot Legal Topics in Special Ed.	Monroe	Mar 2017	\$161
Jeannie Pang	MS	FLENJ Annual Conf	Islen	Mar 2017	\$151
Jan Donlay	Transp.	STS Annual Conf.	Atlantic City	Mar 2017	\$609

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. 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 2017-2018 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 2017-2018 school year.

B.5. 2017-2018 School Year Tuition Rates

RESOLVED, that the Board of Education approves the following as the 2017-2018 tuition rates:

- Kindergarten: \$15,348
- Grades 1 - 5: \$17,325
- Grades 6 - 8: \$17,752

B.6. 2017-2018 School Year Tuition Agreement

RESOLVED, that the Board of Education approves the 2017-2018 tuition agreement dated February 6, 2017 for the child of a staff member at the annual Kindergarten tuition rate of \$15,348. Parent will transport the student.

- B.7. District School Streets Rezoning
RESOLVED, the Board of Education approves rezoning the following streets from the Central School Zone to the Woodland School Zone, beginning in September, 2017:

- Dubois Road
- Park View Road

No current students are affected by this change.

- B.8. Donation - ExxonMobil Educational Alliance Grant
RESOLVED, that the Board of Education accepts with gratitude a donation of \$1,000 as an award winner of the ExxonMobil Educational Alliance Grant. The funds are to be used towards a science or math program at Central School.

- B.9. Sale of Obsolete Items
RESOLVED, that the Board of Education declares as obsolete the following items:

Item Type	Make	Model	Asset Number
1982 Tractor	Ford 1900		900753
1988 Open Trailer	Centreville	EC16-671Dx	900758
1979 Tilt trailer	Owens	BCU4010 8X10	
2006 Salt Spreader	Ice-o-way		
Flail Mower	Ford	903	
2001 Utility Truck	Dodge	Ram 2500	900740

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.

C. Personnel/Student Services

- C.1. Employment for the 2016-2017 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 2016-2017 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. Michelle Seelenfreund, Leave Replacement Teacher, Central School, BA, Step 1 of the 2016-2017 salary guide, \$57,020 (prorated), effective on or about February 22, 2017 through June 30, 2017, which is not creditable service toward tenure acquisition. (Ms. Seelenfreund will be LRT for Employee #2574.)
- b. James Zilinski, Leave Replacement Teacher, Warren Middle School, BA+15, Step 3-4 of the 2016-2017 salary guide, \$61,677 (prorated), effective on or about March 20, 2017 through June 30, 2017, which is not creditable service toward tenure acquisition. (Mr. Zilinski will be LRT for Employee #2280.)
- c. Richard Bardy, 0.5 Classroom Paraprofessional, Warren Middle School, Step 1-5 of the 2016-2017 salary guide, \$11,569 (prorated), plus a stipend of \$1,800 for a teaching certificate, effective April 6, 2017 through June 30, 2017. (Mr. Bardy replaces Carolyn Wells.)

- C.2. Substitute Teachers
RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2016-2017 school year:
- a. Cherylin DeCarlo
 - b. Phillip Thaler
 - b. Gina Voorhees
- C.3. Summer Fun Assistant Principal
RESOLVED, that the Board of Education approves Paul Duncan as the 2017-2018 Summer Fun/ESY Assistant Principal, at a salary of \$9,649.
- C.4. Summer Fun Nurse
RESOLVED, that the Board of Education approves Lisa Lontai as the 2017-2018 Summer Fun/ESY Nurse, at an hourly rate of \$40, effective June 26, 2017 through July 28, 2017, for a cost not to exceed \$9,120.
- C.5. Movement on the Guide
RESOLVED, that the Board of Education approves the following staff for amended placements on the 2016-2017 salary guide:
- a. Joel VanTine, with congratulations, for movement from MA+30 to MA+45, effective January 1, 2017.
 - b. Lynn Alger, with congratulations, for movement from MA+30 to MA+45, effective January 1, 2017.
 - c. Chelsea Christophel, with congratulations, for movement from BA to BA+15, effective January 1, 2017.
- C.6. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:
- a. Carolyn Wells, Classroom Paraprofessional, Warren Middle School, for the purpose of resignation, with appreciation for her 3 years of service to the Warren Township students, effective April 7, 2017.
- C.7. Spring Coaching Stipend - Warren Middle School
RESOLVED, that the Board of Education approves the appointment of Timothy O'Heney as Boys Track Coach for the 2016-2017 school year at the contracted rate of \$2,200. (Mr. O'Heney will replace Bob Hartshorn.)
- C.8. Leave Request
RESOLVED, that the Board of Education approves the following:
- a. Employee #2971 for leave (unpaid according to legal and contractual entitlement) from February 3, 2017 through on or about February 28, 2017, with an anticipated return date of March 1, 2017.
- C.9. Long Term Substitute
RESOLVED, that the Board of Education approves Richard Bardy as Long Term Substitute, effective April 6, 2017 through June 30, 2017. (Mr. Bardy will be LTS for Employee #1879.)
- C.10. Writing Projects 2016-2017
RESOLVED, that the Board of Education approves the additional staff members for Curriculum Writing Projects, as per the 2014-2017 WTEA negotiated agreement, at a cost of \$40 per hour, at an unchanged total project cost not to exceed \$32,000:
- Christina DeShields
 - Paul Duncan
 - Colleen Krumm

- Patti Pillinger

XIII. Unfinished Business

XIV. New Business

- Board Agenda Delivery - Ad Hoc Committee
- Somerset County Educational Services Commission Update

XV. Public Commentary (any topic)

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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:

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 may be taken upon return to public session;

the length of the meeting is anticipated to be approximately 20 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

2016-2017 Board Goals

1. Refresh the district mission statement by focusing on the whole child, whole school, and whole community approach to education.
2. Continually create and support an environment where a definition of student achievement and how we measure it empowers the whole child.
3. Establish a clear line of communication to keep all stakeholders fully informed on matters of board business and other district news by maintaining effective board discussions and decision-making processes.

2016-2017 District Goals

1. Continue to focus on elements of instruction that impact student achievement within the context of the whole child and "the five" belief statements.
2. Continue to develop consistent practices that support a culture of attention to safety and security.
3. Recommend plans to the board of education that addresses challenges of declining enrollment while seeking to identify expanded program and instructional opportunities for students.