

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* July 16, 2018 \* 4:00 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 January 8, 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. Board of Education Retreat

V. 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; and

specific prospective or current employees unless all who could be adversely affected request an open session.

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.**

VI. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the June 18, 2018 Board Meeting.

VII. Correspondence and Information

HIB Information

Total # of Investigations:

4

Total # of Determined Bullying Incidents:

2

· Fire Drills

<u>ALT</u> June 14	<u>Central</u> June 12	<u>Mt. Horeb</u> June 21	<u>Woodland</u> June 4	<u>Middle</u> June 4
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· Security Drills

<u>ALT</u> June 14 Reverse Fire Drill	<u>Central</u> June 21 Non-Fire Evacuation	<u>Mt. Horeb</u> June 22 Non-Fire Evacuation	<u>Woodland</u> June 12 Non-Fire Evacuation	<u>Middle</u> June 12 Non-Fire Evacuation
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- VIII. President's Remarks – Mr. David Brezee
- IX. Superintendent's Remarks – Dr. Matthew Mingle
- X. Discussion
- 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;
5. The presiding officer may:
  - a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
  - b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
  - c. Request any person to leave the meeting when that person does not observe reasonable decorum;
  - d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
  - e. Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and
  - f. Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.

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 July 12, 2018.
- A.2. Tuition Contract  
RESOLVED, that the Board of Education approves a tuition contract with the parents of Student #TBD and Student #TBD for attendance at Mt. Horeb School School, effective September 1, 2018 through June 30, 2019, at a monthly cost of \$400 per student.
- A.3. Bedside Instruction  
RESOLVED, the Board of Education approves the bedside instruction through Silvergate Prep for Student #1769148963, beginning June 15, 2018, at an hourly rate of \$40, at a cost not to exceed \$480.
- A.4. Out-of-District Placements 2018-2019  
RESOLVED, that the Board of Education approves the revised 2018-2019 Out-of- District placement list dated July 16, 2018.

B. Finance/Operations/Transportation

- B.1. Payment of Bills  
RESOLVED, that the Board of Education approves the payment of bills for the period June 19, 2018 through June 30, 2018 in the amount of \$1,679,130.73.
- B.2. Payment of Bills  
RESOLVED, that the Board of Education approves the payment of bills for the month of July 2018 in the amount of \$1,491,080.51.
- 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
Nancy Andrews	ALT	RVCC Next Generation Science Standards (NGSS) Summer 2018 K-5 Workshop	Branchburg	Aug 2018	\$426
Patricia Iannacone	CS	RVCC NGSS Summer 2018 K-5 Workshop	Branchburg	Aug 2018	\$371
Melanie Munoz	ALT	RVCC NGSS Summer 2018 K-5 Workshop	Branchburg	Aug 2018	\$339

Joan Toth	WS	RVCC NGSS Summer 2018 K-5 Workshop	Branchburg	Aug 2018	\$346
Ali Zafar	ALT	RVCC NGSS Summer 2018 K-5 Workshop	Branchburg	Aug 2018	\$308
Patricia Iannacone	CS	NJ International Dyslexia Association (NJIDA) Fall Conf.	Somerset	Sep 2018	\$235
Catherine Lazas	MS	NJIDA Fall Conf.	Somerset	Sep 2018	\$242
Jessica Halpern	MS	NJIDA Fall Conf.	Somerset	Sep 2018	\$242
Myranda Shimko	MS	NJIDA Fall Conf.	Somerset	Sep 2018	\$238
Linda Yu	MS	NJIDA Fall Conf.	Somerset	Sep 2018	\$237
Alison Tugya	CS	Responsive Classroom Course for Elementary Educators	New York, NY	Jul and Aug 2018	\$1,374
Alyssa Pech	CS	Responsive Classroom Course for Elementary Educators	New York, NY	Jul and Aug 2018	\$1,374

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. Purchase – Technology Equipment**

RESOLVED, that the Board of Education approves the following purchases under State Contracts:

Vendor	State Contract Number	Item	Cost
Dell	M0483	200 Dell Chromebooks	\$66,400
Dell	M0483	200 Google Licenses	\$5,200

**B.5. Approval of Cameras Purchase**

RESOLVED, that the Board of Education approves the purchase of additional district security cameras, at a cost of \$41,135.06. Purchase to be funded through a transfer from the district's Emergency Reserves, as allowed for security projects. This purchase, from SHI, is administered under N.J.S.A. 18A:18A-5(e) regarding the negotiation of a cost 10% or more less than State contract.

**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, for the 2018-2019

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. Zaida Hernandez, Spanish Teacher, Warren Middle School, BA, Step 14-15 of the 2018-2019 salary guide, \$66,670, effective September 1, 2018 through June 30, 2019.
- b. Brielle Crowe, Leave Replacement Teacher, Central School, MA, Step 5-6 of the 2018-2019 salary guide, \$67,749, effective September 1, 2018 through June 30, 2019, which is not creditable service toward tenure acquisition. (Ms. Crowe will be LRT for Employee #2693.)

C.2. Special Education Service Provider List

RESOLVED, that the Board of Education approves the following rate change for the provider Vista Rehab Services, P.A. for Speech Therapy services with written monthly logs from \$105 to \$110 per hour for the 2018-2019 school year.

C.3. 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:

- Donna Bardy, Lisa Lontai, Lauren Regal, John Seremula, Justina Thompson, Debbie Hunt

C.4. Warren Middle School Stipend Positions 2018-2019

RESOLVED, that the Board of Education approves the following stipend positions for the 2018-2019 school year as per the WTEA agreement:

a. Lunchroom Supervisors

- David Arnold, Danielle Buzby, Sean Convery (2), Sean Mealy, Brenda Sasso, Helen Scully, Lisa Seccamani, John Seremula, Kathryn Speckin, Daniel Ticchio, Joel Van Tine

b. Team Leaders

- Grade 6 - Ann Marie Christou
- Grade 7 - Daniel Ticchio
- Grade 8 - Lynn Degen
- Unified Arts - Beverly MacGorman

c. Student Government Advisor

- Beverly MacGorman

C.5. Coaching Stipends

RESOLVED, that the Board of Education approves the appointment of the following coaches for the 2018-2019 school year as per the WTEA agreement:

- a. Timothy O’Heney, Boys Soccer
- b. Sean Mealey, Girls Soccer
- c. Kristen Boni, Cross Country
- d. Michele Kraminitz, Cross Country
- e. Sean Mealey, Boys Basketball
- f. Danielle Buzby, Girls Basketball
- g. David Arnold, Baseball
- h. Danielle Buzby, Softball
- i. Tim O’Heney, Jeff Sutherland, Track

C.6. Non-WTEA Stipend Positions 2018-2019

RESOLVED, that the Board of Education approves the following non-WTEA stipends for the 2018-2019 school year:

- a. Debbie Hunt, After-School Activities Coordinator (2 hrs/wk - \$3,200)

- b. Amanda Rodrigues, Athletics Coordinator (2 hrs/wk - \$3,200)
- C.7. Stipend Position - Buildings and Grounds  
RESOLVED, that the Board of Education approves the following individual for the Buildings and Grounds stipend:
  - a. Ralph Circelli, Head Maintenance & Grounds, from August 1, 2018 through June 30, 2019, annual stipend of \$2,500 (prorated).
- C.8. Settlement Agreement with Warren Township Education Association  
RESOLVED, that the Board of Education approves the settlement agreement with the Warren Township Education Association in reference to a grievance bearing P.E.R.C. Docket No. AR-2018-380, and any other related, outstanding grievances.
- C.9. Summer Fun Substitute Nurse  
RESOLVED, that the Board of Education approves the following to be appointed as a substitute nurse for 2018-2019 Summer Fun, effective June 26, 2018 through July 27, 2018.
  - a. Jessica Weis
- C.10. Summer Fun Staff  
RESOLVED, that the Board of Education approves the following adjusted rates for Summer Fun staff:
  - a. Alexis D'Annunzio - \$16 per hour
  - b. Natalie Gebala - \$13 per hour
  - c. Emily Puhak - \$16 per hour
- C.11. After School Activities/Clubs  
RESOLVED, that the Board of Education approves the 2018-2019 after school activities/clubs, and the instructors for each, at the negotiated stipend rate.
- C.12. Retirement/Resignation  
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:
  - a. Shannon Reis, Special Education Teacher, Woodland School, for the purpose of resignation, with appreciation for her 3 years of service to the Warren Township students, effective June 30, 2018.
  - b. Max Achtau, Dean of Students, Warren Middle School, for the purpose of resignation, with appreciation for his 4 years of service to the Warren Township Students, effective August 19, 2018 or sooner if a replacement is found.
- C.13. Merit Pay  
RESOLVED, that the Board of Education approves the completion of the following 2017-2018 merit goals and subsequent merit goal completion payment for Superintendent Dr. Matthew Mingle as follows:

Criteria	Status	Merit Bonus Amount
1. Increase the percentage of students meeting or exceeding expectations on the PARCC Grade 8 Mathematics assessment by 10%.	_ Achieved	3.33% - \$5,406
	_ Partially Achieved	2.33% - \$3,783
	_ Partially Achieved	1.33% - \$2,159
	_ Not Achieved	0% - \$0

2. Decrease the number of unfilled teacher vacancies (substitutes needed but not available) by 10%.	_ Achieved	3.33% - \$5,406
	_ Partially Achieved	2.33% - \$3,783
	_ Partially Achieved	1.33% - \$2,159
	_ Not Achieved	0% - \$0
3. Expand before/after school enrichment and extracurricular participation by 10%.	_ Achieved	3.33% - \$5,406
	_ Partially Achieved	2.33% - \$3,783
	_ Partially Achieved	1.33% - \$2,159
	_ Not Achieved	0% - \$0
4. Develop the Warren Township Schools tuition program.	_ Achieved	2.5% - \$4,059
	_ Partially Achieved	
	_ Not Achieved	0% - \$0
5. Improve the provision of after-care services.	_ Achieved	2.5% - \$4,059
	_ Partially Achieved	1.25% - \$2,029
	_ Not Achieved	0% - \$0

C.14. Summer Employees

RESOLVED, that the Board of Education approves the list of additional summer employees for both the Buildings and Grounds and Transportation Departments, dated July 11, 2018.

C.15. Transportation Safety Training

RESOLVED, that the Board of Education approves all transportation staff to be paid their hourly salary to attend safety training on June 25, 2018. Total district cost for all employees not to exceed \$525.00.

C.16. Additional Pay

RESOLVED, that the Board of Education approves payment to Ashley Militch for a maximum of 25 hours for the purposes of successor training. Payment at hourly rate, not to exceed a total cost of \$889.00.

C.17. NGSS Science Institute Participation Stipend

RESOLVED, that the Board of Education approves the following staff for a stipend for their participation in the NGSS Science Institute at Raritan Valley Community College on August 6 through 10, 2018, \$20 per hour, 5 ½ hours per day, for five days, as per the WTEA negotiated agreement, for a total amount not to exceed \$2,750.00:

Nancy Andrews	Joan Toth
Patricia Iannacone	Ali Zafar
Melanie Munoz	

XIV. Unfinished Business

XV. New Business

XVI. Public Commentary (any topic)

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).