

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* June 9, 2014 \* 7:00 PM

Warren Middle School

- I. Call to Order and Statement of Presiding Officer Mildred Spiller, 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, 2014. 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, MS
- IV. Presentation
  - WMS Student Awards
  - Excellence in Education Award Recipients
- V. Minutes
  - RESOLVED, that the Board of Education approves the public and private session minutes of the May 27, 2014 Board Meeting.
- VI. Correspondence and Information
  - HIB Information  
Total # of Investigations:                      Total # of Determined Bullying Incidents:  

0

0

    - Fire Drills  

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
May 6	May 29	May 28	May 21	May 19
    - Security Drills  

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
May 20	May 29	May 30	May 30	May 23
Evacuation	Evacuation	Evacuation	Evacuation	Evacuation
- VII. President's Remarks – Mildred Spiller  
Warren Township Schools' Mission Statement: Warren Township Schools' Mission Statement: The Mission of Warren Township School District is to provide, through a safe, nurturing yet challenging environment, all students with an outstanding education that fosters academic excellence, healthy social and emotional development, and a lifelong passion for learning. In partnership with family, community, and staff, our strategic goals will guide our programs and actions so that students can exceed the New Jersey Core Curriculum Content Standards at all grade levels and leave the district confident in their ability to think critically and independently and to succeed as students and productive citizens of the community and world.
- VIII. Superintendent's Remarks – Tami Crader
- IX. Committee Reports
- X. Discussion
  - BOE Committee Structure (continued)

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 June 5, 2014.

A.2. School Start Time

RESOLVED, that the Board of Education approves adjusted start/end times for ALT and WMS:

- ALT: 8:05 a.m. - 2:45 p.m.
- WMS: 7:55 a.m. - 2:40 p.m.

**B. Finance/Operations/Transportation**

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills from June 1, 2014 through June 9, 2014 in the amount of \$1,525,118.38.

B.2. 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:

June 2014

- Dr. Crader, District, NJSBA Law Forum, Monroe, NJ \$267

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.3. Scholastic Donation - Angelo L. Tomaso School PTO

RESOLVED, that the Board of Education accepts, with gratitude, a donation totaling \$5,230.47, to be allocated for the purchase of classroom and library books at the Angelo L. Tomaso School. This donation is the result of a successful Book Fair.

B.4. Use of GovDeals for the Sale of Surplus

RESOLVED, that the Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED that the Board approves:

- (1) The sale of the surplus property may be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Warren Township School District’s Business Office.
- (2) Any sales would be conducted online with govdeals.com as the address of the auction site.
- (3) All sales would be conducted pursuant to Local Finance Notice 2008-9.
- (4) All surplus property would be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (5) The School District reserves the right to accept or reject any bid submitted.

B.5. Sale of Obsolete Items

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

Item Type	Make	Model	Asset Number
Bus	2000 Chevy	20 passenger	1425
Van	1998 GMC Van	Wheelchair Vehicle	1449
Van	2003 Dodge Caravan	Minivan; Blown Engine	1450
Copier	Savin	9080	5081
Copier	Savin	9080	5061
Copier	Savin	9080	5083

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.6. Window Replacement at Mount Horeb and Warren Middle Schools

WHEREAS, a recommendation was made by the Superintendent of Schools to the Warren Township Board of Education (“Board”) to seek a contract for construction services for the Window Replacement at Mt. Horeb Elementary School and Warren Middle School (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Wednesday May 28, 2014 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*;

Contractor	Base Bid	Alternate #1
D&E Window & Door, LLC	\$1,031,400.00	\$66,200.00
Panoramic Window & Door Systems, Inc.	\$1,494,700.00	\$89,000.00

WHEREAS, the bid submitted by D&E Window & Door, LLC. has been reviewed by the design professional and is responsive to the bid requirements for the Project,

NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project (Base plus Alternate 1) to D&E Window & Door, LLC for One Million, Ninety-Seven Thousand, Six Hundred (\$1,097,600.00) Dollars.

- B.7. Joint Transportation Agreement  
RESOLVED, that the Board of Education authorizes Joint Transportation Agreement for the 2014-2015 school year as follows:
- Middlesex Regional Educational (MRESC) with an administrative fee of either 2% or 4%.

- B.8. Approval for Painting at ALT  
RESOLVED, that the Board of Education approves a contract with GPC, Inc. for the re-lamination of existing counters and the painting of the shelving and unit ventilators for specified classrooms at ALT for a cost not to exceed \$15,960. This was purchased through Ed Data bid #5254.

- B.9. Transportation Contract for Out of District Students – Berkeley Heights - ESY  
RESOLVED, that the Board of Education approves the transportation contract with Berkeley Heights School District for the transportation of their students for the 2014-2015 Extended School Year and School Year as follows:

Contractor	District	Route	School	Cost
Warren	Berkeley Heights	W-143S	WHRHS	\$1,552.20

- B.10. Transportation Contract for Out of District Students - WHRHS - ESY  
RESOLVED, that the Board of Education approves the transportation contract with Watchung Hills Regional High School for the transportation of their students for the 2014-2015 Extended School Year as follows:

Contractor	District	Route	School	Cost
Warren	WHRHS	W-137S	DLC	\$2,567.26
Warren	WHRHS	W-138S	WHRHS	\$2,373.83
Warren	WHRHS	W143S	WHRHS	\$2,828.28

**C. Personnel/Student Services**

- C.1. Employment for the 2013-2014 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 2013-2014 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.” **(Updates are reflected in bold.)**
- a. Henna Jaffry, Leave Replacement Teacher, Warren Middle School, **MA**, Step 1 of the 2013-2014 salary guide (2014-2015 step will be the equivalent of this 2013-2014 step, to be determined once collective bargaining is concluded), effective September 1, 2014 through June 30, 2015. (She will be a leave replacement teacher for Employee #2410.)

- C.2. Substitute Teacher  
RESOLVED, that the Board of Education approves the following to be appointed as substitute teacher for the 2013-2014 school year:  
a. Michelle Motyczka
- C.3. Employment Contract – School Business Administrator/Board Secretary  
RESOLVED, that the Board of Education approves the employment contract for the 2014-2015 school year for Patricia Leonhardt, School Business Administrator/ Board Secretary, dated July 1, 2014.
- C.4. Organizational Chart  
RESOLVED, that the Board of Education approves the revised organizational chart for the Warren Township School District.
- C.5. Contracted Services  
RESOLVED, that the Board of Education approves contracted services with the Watchung Borough School District for Cynthia Levy to provide speech therapy one day per week for the 2014-2015 school year, at a total cost to the district of \$22,951, inclusive of pro-rated salary and benefits.
- C.6. Appointment of Additional 2014-2015 Summer Fun Staff  
RESOLVED, that the Board of Education approves the additional staff as substitutes for the Summer Fun program.  
a. Amanda Gordon  
b. Leslie Duncan
- C.7. Child Study Team 2014 Summer Evaluations and Therapy Hours  
RESOLVED, that the Board of Education approves the Child Study Team to conduct summer evaluations and therapy hours (in-district) per the list dated May 20, 2014, at a cost not to exceed \$93,670.
- C.8. Additional Hours  
RESOLVED, that the Board of Education approves to contract Michele Stein for 1 additional day, the week of June 2, 2014 for student #121521, at a cost not to exceed \$401.
- C.9. Movement on the Guide  
RESOLVED, that the Board of Education approves the following staff for amended placements on the 2013-2014 salary guide:  
a. Andrew Ahimovic, with congratulations, for movement from BA to BA+15, effective May 1, 2014.  
b. Nancy Braunstein, with congratulations, for movement from MA+15 to MA+30, effective May 1, 2014.  
c. Michelle Cebula, with congratulations, for movement from BA to BA+15, effective May 1, 2014.  
d. Kathryn Didia, with congratulations, for movement from MA+30 to MA+45, effective May 1, 2014.  
e. Bruce Gant, with congratulations, for movement from BA+15 to MA, effective May 1, 2014.  
f. Deborah Hunt, with congratulations, for movement from MA to MA+15, effective May 1, 2014.  
g. Philip Jones, with congratulations, for movement from MA+15 to MA+30, effective May 1, 2014.  
h. Susan Leonard, with congratulations, for movement from MA to MA+15, effective May 1, 2014.  
i. Kara Miletic, with congratulations, for movement from BA to BA+15, effective May 1, 2014.  
j. Wendy Piller, with congratulations, for movement from BA to BA+15, effective May 1, 2014.  
k. Christina Ulloa, with congratulations, for movement from MA to MA+15, effective May 1, 2014.

- I. Jill Ziobro, with congratulations, for movement from BA to BA+15, effective May 1, 2014.

C.10. Resignation

RESOLVED, that the Board of Education accepts with regret the resignation of Dr. Chris Huss, Principal of Woodland School, with appreciation for the 14 years of service to the children of Warren, effective July 31, 2014.

C.11. Family Leave Request

RESOLVED, that the Board of Education approves the following:

- a. Employee #0669 for FMLA/NJFLA (paid and unpaid according to legal and contractual entitlement), from on or about October 6, 2014, through January 30, 2015, with an anticipated return date of February 2, 2015.

XIII. Old Business

XIV. New Business

- Principal Hiring Process

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:

material the disclosure of which constitutes an unwarranted invasion of individual privacy and

a collective bargaining agreement and/or negotiations related to it

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