

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * May 20, 2019 * 7:00 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, 2019. 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

___Aaron Bellish	___Naresh Chand	___Jeannine Sarosy
___Christian Bellmann	___Lisa DiMaggio	___Ayanna Taylor-Venson
___David Brezee	___Marc Franco	___Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the May 6, 2019 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

2

0

· Suspension Report

In School:

Out of School:

0

0

VI. President's Remarks – Mr. David Brezee

VII. Superintendent's Remarks – Dr. Matthew Mingle

VIII. Presentation

- Excellence in Education Awards
- Warren Middle School Student Achievement Awards

- IX. Discussion
- X. Committee Reports
- XI. 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;

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 accepts the HIB Report submitted by the Superintendent for the period ending on May 6, 2019.

A.2. Bedside Instruction

RESOLVED, the Board of Education approves the bedside instruction through LearnWell for Student #6951876656, beginning May 13, 2019, at an hourly rate of \$38.75, at a cost not to exceed \$2,325.

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of May 2019 in the amount of \$4,171,993.40.

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 April, 2019; and
 WHEREAS, this report shows the following balances on April 30, 2019:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$9,560,614.23		\$1,001,355.68
(10) General Current Expense		\$0.00	
(11) Current Expense		\$1,348,565.48	
(12) Capital Outlay		\$146,165.06	
(13) Special Schools		\$992.19	

(20) Special Revenue Fund	\$41,600.55	\$54,090.63	\$0.00
(30) Capital Projects Fund	\$1,632,862.54	\$20,597.76	\$0.00
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$11,235,077.32	\$1,570,411.12	\$1,001,355.68

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 April 2019

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.	11-000-217-106-035-04-02	Salaries - Extraordinary Paras - MHS	11-000-217-320-030-08-00	Extraord. Svcs - Purch. Prof. Svcs.- CS	\$900
2.	11-000-217-106-035-04-02	Salaries - Extraordinary Paras - MHS	11-000-217-320-033-08-00	Extraord. Svcs - Purch. Prof. Svcs. -MS	\$650
3.	11-000-218-500-030-12-00	Guidance-Other Purch. Svcs.-SPS- CS	11-000-219-800-030-08-00	CST - Dues & Membership - CS	\$340
4.	11-000-218-500-033-12-00	Guidance-Other Purch. Svcs.-SPS- MS	11-000-219-800-033-08-00	CST - Dues & Membership - MS	\$340
5.	11-000-218-500-035-12-00	Guidance-Other Purch. Svcs.-SPS-MH	11-000-219-800-035-08-00	CST - Dues & Membership - MHS	\$340
6.	11-000-218-500-040-12-00	Guidance-Other Purch. Svcs.-SPS- ALT	11-000-219-800-040-08-00	CST - Dues & Membership - ALT	\$340
7.	11-000-218-500-050-12-00	Guidance-Other Purch. Svcs.-SPS- WS	11-000-219-800-050-08-00	CST - Dues & Membership - WS	\$340
8.	11-000-223-500-035-08-00	Staff Training - Other Purch. Svcs.-MH	11-000-223-580-035-08-00	Workshops & Travel - SPS - MHS	\$389
9.	11-000-252-580-000-11-01	Workshops & Travel - Technology	11-000-252-500-000-11-01	Technology - Other Purch. Services	\$30
10.	11-000-263-420-00-09-00	Grounds - Repairs & Maint. Svcs.	11-000-262-622-040-09-05	Electricity - ALT	\$2,000
11.	11-000-266-610-030-09-03	Security - Supplies - CS	11-000-266-300-000-09-00	Security - Purchased Services	\$6,591
12.	11-000-266-610-033-09-07	Security - Supplies - MS	11-000-266-300-000-09-00	Security - Purchased Services	\$14,423
13.	11-000-266-610-035-09-04	Security - Supplies - MHS	11-000-266-300-000-09-00	Security - Purchased Services	\$3,258
14.	11-000-266-610-040-09-05	Security - Supplies - ALT	11-000-266-300-000-09-00	Security - Purchased Services	\$13,030
15.	11-000-266-610-050-09-06	Security - Supplies - WS	11-000-266-300-000-09-00	Security - Purchased Services	\$2,900
16.	11-000-270-442-000-10-00	Rental - School Buses	11-000-270-420-000-10-00	Transportation - Repair & Maint. e	\$600
17.	11-000-270-615-000-10-00	Transportation Supplies	11-000-270-610-000-10-00	General Transportation Supplies	\$4,000
18.	11-120-100-101-030-03-00	Salaries - Gr. 1-5 Teachers - CS	11-130-100-101-033-07-00	Salaries - G. 6-8 Teachers - MS	\$17,200
19.	11-150-100-320-000-08-00	Home Instruction - Purchased Services	11-150-100-101-000-00-00	Home Instruction - Salaries	\$1,600
20.	11-190-100-610-030-11-01	Supplies - Instructional Hardware - CS	11-000-100-562-000-08-01	Tuition - Other LEAs	\$1,250
21.	11-190-100-610-033-11-01	Supplies - Instructional Hardware - MS	11-000-100-562-000-08-01	Tuition - Other LEAs	\$40,500
22.	11-190-100-610-035-11-01	Supplies - Instructional Hardware-MHS	11-000-100-562-000-08-01	Tuition - Other LEAs	\$1,650
23.	11-190-100-610-040-11-01	Supplies - Instructional Hardware - ALT	11-000-100-562-000-08-01	Tuition - Other LEAs	\$1,650

24.	11-190-100-610-050-11-01	Supplies - Instructional Hardware - WS	11-000-100-562-000-08-01	Tuition - Other LEAs	\$1,250
25.	11-190-100-610-050-06-10	Instructional Supplies - WS	11-000-218-600-050-06-00	Guidance Supplies - Woodland	\$421
26.	11-190-100-610-050-06-10	Instructional Supplies - WS	11-000-222-600-050-06-10	Library Supplies - Woodland	\$750
27.	11-190-100-610-050-06-10	Instructional Supplies - WS	11-000-222-600-050-06-13	Periodicals & Subscriptions - WS	\$613
28.	11-214-100-610-033-08-00	Autism - Supplies - MS	11-213-100-610-030-08-00	RC - Supplies - CS	\$3,000
29.	12-000-261-730-000-00-00	Required Maintenance-School Equip.	11-000-261-100-09-000-00	Salaries - Maintenance	\$20,000
30.	12-000-261-730-000-00-00	Required Maintenance-School Equip.	11-000-262-107-030-03-00	Salaries- Lunch & Playground Aides- CS	\$5,000
31.	12-000-261-730-000-00-00	Required Maintenance-School Equip.	11-000-262-520-000-01-00	Insurance - Property & Liability	\$6,915
32.	12-000-261-730-000-00-00	Required Maintenance-School Equip.	11-000-262-621-033-09-07	Heat - MS	\$6,000
33.	12-000-261-730-000-00-00	Required Maintenance-School Equip.	11-000-262-621-050-09-06	Heat - WS	\$5,000
34.	12-000-261-730-000-00-00	Required Maintenance-School Equip.	11-000-262-622-040-09-05	Electricity - ALT	\$5,852
35.	12-000-263-730-000-09-00	Grounds - Equipment	11-000-263-610-000-09-00	Grounds - Supplies	\$6,300
36.	12-000-266-730-000-09-00	Security - Equipment	11-000-266-300-000-09-00	Security - Purchased Services	\$18,300
37.	12-000-270-734-000-00-00	School Bus - Special Ed	11-000-270-610-000-10-00	General Transportation Supplies	\$3,900
38.	12-120-100-730-030-03-00	Instructional Equipment - CS	11-110-100-101-040-05-00	Salaries - Kindergarten Teachers - ALT	\$2,600
39.	12-120-100-730-035-04-00	Instructional Equipment - MHS	11-110-100-101-040-05-00	Salaries - Kindergarten Teachers - ALT	\$5,200
40.	12-120-100-730-040-05-00	Instructional Equipment - ALT	11-110-100-101-040-05-00	Salaries - Kindergarten Teachers - ALT	\$5,200
41.	12-120-100-730-050-06-00	Instructional Equipment - WS	11-110-100-101-040-05-00	Salaries - Kindergarten Teachers - ALT	\$2,600
42.	12-130-100-730-033-07-00	Instructional Equipment - MS	11-000-291-270-000-00-00	Health Benefits	\$36,400

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
Nicole Runfolo	MH	Early Speech - Language Development: Taking Theory to the Floor	Chatham	June 2019	\$159
Martha Mendez	MS	Foreign Language Educators of New Jersey 2019 Annual Conference	Iselin	April 2019	\$181

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. Street Rezoning

RESOLVED, the Board of Education approves rezoning the following street from the Central School Zone to the Mt. Horeb School Zone, beginning in September, 2019:

- Mt. Horeb Road (94-153)

No current students are affected by this change.

- B.6. Joint Transportation Agreements
RESOLVED, that the Board of Education authorizes Joint Transportation Agreements for the 2019-2020 school year as follows:
- Somerset County Educational Services Commission - administrative fee of 4%
 - Union County Education Services Commission - administrative fee of 4%
 - Educational Services Commission of New Jersey - administrative fee of 6%

- B.7. Approval of Contract
RESOLVED, that the Board of Education hereby approves a contract with Crossroads Pavement Maintenance LLC for paving work at the district's Buildings and Grounds and Transportation building at a cost of \$28,669.50. Work to be done under cooperative purchasing agreement #9183 with Ed Data, Inc. Award pending state approval of project.

C. Personnel/Student Services

- C.1. Employment for the 2019-2020 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 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., if applicable Staff members shall be paid in accordance with provisions in their collective bargaining agreement and/or in accordance with a schedule provided to all employees prior to the beginning of the contract or school year.

Name	Position/PCR	Location	Degree	Step	Salary	Effective Date	Discussion
Caitlin Atkinson	Special Education Teacher 02-33-19/bix	MS	MA	5	\$68,019	8/28//2019 - 6/30/2020	New position
Sarah Claxton	Paraprofessional 08-33-08/bin 32.5 hours	MS	N/A	1	\$25,469	8/28/2019 - 6/30/2020	Replacing employee #2255
Melanie Maida	Leave Replacement School Counselor 02-33-23/axj	MS	MA	1	\$64,064 (prorated)	8/28/2019 - 1/6/2020	Replacing employee #1415

- C.2. Long Term Substitute
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee #
James C. Zilinski	5/8/2019 - 6/30/2019	#1923

- C.3. Leave Request
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#2255	FMLA - 5/6/2019 through 5/29/2019 (paid)
#1923	FMLA - 5/13/2019 through 6/30/2019 (paid)

#1128	FMLA - 10/29/2018 through 1/28/2019 (paid) Extended Leave - 1/29/2019 through 6/30/2019 (paid) (This motion supersedes the previous motion approved 4/22/2019)
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- C.4. Warren Middle School Additional Hours
RESOLVED, that the Board of Education approves the following Middle School Guidance Counselors and Nurse to work three days in August at the employee's per diem rate:
- Midge Johnson - \$458.97 per day, not to exceed \$1,376.91
 - Melanie Maida - \$320.32 per day, not to exceed \$960.96
 - Helen Scully - \$453.10 per day, not to exceed \$1,359.30
 - Lisa Lontai - \$434.97 per day, not to exceed \$1,304.91

- C.5. Transfer of Staff
RESOLVED, that the Board of Education approves the transfer/change in assignment of the following district staff:

Name	From	To	Degree	Salary /Step	Effective Date	Discussion
Elizabeth Maag	Grade 2 Teacher Mt. Horeb School 02-35-22/afz	Kindergarten Teacher Mt. Horeb School 02-35-22/bac	BA+15	\$64,927 Step 5	8/28/2019- 6/30/2020	New Section
Lindsay Rosenberg	Grade 2 Teacher Woodland School 02-50-22/biz	Grade 2 Teacher Mt. Horeb School 02-35-22/afz	MA	\$68,019 Step 5	8/28/2019- 6/30/2020	Replaces Employee #3062

- C.6. Appointment of 2019-2020 Summer Fun Staff
RESOLVED, that the Board of Education approves the attached revised list for Summer Fun Employment, dated May 14, 2019.
- C.7. Additional Hours
RESOLVED, that the Board of Education approves up to 42 additional hours for Krystle Rivera to provide additional assistance to the Transportation Office, at a cost not to exceed \$837.
- C.8. Custodial Substitutes
RESOLVED, that the Board of Education approves the following as Substitute Custodians for the 2019-2020 school year at the approved substitute custodian pay rate:

Name
Gabriela Rodas
Marta Mihalov

- C.9. Summer Employees
RESOLVED, that the Board of Education approves the list of summer employees for both the Buildings and Grounds, Transportation and Technology Departments, dated May 14, 2019.
- C.10. Revised Salary
RESOLVED, that the Board of Education approves the following revised salaries for the 2019-2020 school year:

Name	Position	Salary
Angela Arpino	Paraprofessional, 32.5 hours with stipend. 08-30-08/bfn	\$28,184
Emily Puhak	Paraprofessional, 32.5 hours with stipend. 08-33-08/bis	\$28,655

C.11. Employee Discipline

RESOLVED, the Board of Education approves the suspension, without pay, of Employee #2600 for May 9th and 10th, 2019.

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary (any topic)

XVI. Adjourn

2018-2019 Board Goals

1. Define whole child priorities.
2. Determine a facilitator for a strategic planning process.
3. Develop a communications strategy for the referendum.
4. Review Bylaw 0155 (Board Committees).

2018-2019 District Goals

1. Develop programs and practices that Support each student and staff member in learning about and practicing a lifestyle that is socially, emotionally, and mentally healthy.
 - a. Whole Child connection - Healthy, Safe
2. Implement consistent safety and security procedures and practices throughout the district.
 - a. Whole Child connection - Healthy, Safe
3. Increase access to opportunities that enrich the student experience.
 - a. Whole Child connection - Engaged, Supported, Challenged
4. Design and implement interdisciplinary capstone experiences that encourage students to think critically, solve challenging problems, and develop such skills as oral communication, public speaking, research skills, media literacy, teamwork, planning, self-sufficiency, or goal-setting at each school level transition point.
 - a. Whole Child connection - Engaged, Supported, Challenged