

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * May 11, 2020 * 7:00 PM

Virtual Meeting

PLEASE NOTE: The Warren Township Board of Education has changed the details of the meeting as follows: Due to nationwide health concerns, the meeting will be entirely virtual, with Board members, Administration and the public welcome to attend at <https://tinyurl.com/WarrenTBOE051120>.

I. Call to Order and Statement of Presiding Officer Chris Bellmann, 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 May 1, 2020. 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	___ David Brezee	___ Marc Franco
___ Christian Bellmann	___ Susie Chu	___ Ayanna Taylor-Venson
___ Mark Bisci	___ Lisa DiMaggio	___ Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the April 27, 2020 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

0

Total # of Determined Bullying Incidents:

0

· Suspension Report

In School:

0

Out of School:

0

VI. ANNUAL ADOPTIONS

The Superintendent recommends that it be:

1. Curriculum
RESOLVED, that the Board of Education approves adoption of the PK-8 curriculum guides, as aligned with NJ Student Learning Standards, for the 2020-2021 school year.
2. Textbooks
RESOLVED, that the Board of Education approves adoption of existing district textbooks for the 2020-2021 school year.
3. Service Appointments
RESOLVED, that the Board of Education approves the following appointments for the 2020-2021 school year:
 - a. The appointment of Patricia Leonhardt as Board Secretary of the Warren Township Board of Education.
 - b. The appointment of MaryGrace Suitovsky, Assistant Business Administrator, as Acting Board Secretary in the absence of the Board Secretary.
 - c. The appointment of Ruth Davies as Treasurer of School Monies for the Warren Township Board of Education.
 - d. The appointment of Patricia Leonhardt, Business Administrator, as Acting Treasurer of School Monies for the Warren Township Board of Education in the absence of Ruth Davies.
 - e. The appointment of Suplee, Clooney & Company as the auditing firm for the Warren Township Board of Education, at an annual cost of \$26,520.
 - f. The appointment of Dr. Ronald Frank as District Medical Inspector, at a cost of \$4,000.
 - g. The appointment of Derek Ressa as the district's Affirmative Action Officer, Title IX Coordinator, Anti-Bullying Coordinator, Homeless Liaison and 504 Officer.
 - h. The appointment of Shannon Sharkey as the district's Preschool Administrator.
 - i. The appointment of Sean Convery as the district's Website Accessibility Coordinator.
 - j. The appointment of Lance Riegler as the district's Computer Security Officer.
 - k. The appointment of CBIZ-Centric as the district's board and general liability insurance agent.
 - l. The appointment of Brown & Brown Benefit Advisors, Inc. as the district's dental insurance broker.
 - m. The appointment of Michael Pate as the district's Right to Know contact, AHERA representative, Integrated Pest Management Coordinator (IPMC), Safety and Health Designee, Indoor Air Quality Designee, Chemical Hygiene Officer, and Asbestos Management Officer.
 - n. The appointment of Patricia Leonhardt, Business Administrator, as the district's Public Agency Compliance Officer (PACO), District Custodian of Records, and District Purchasing Agent.
 - o. The appointment of Ronald Berry, Patricia Leonhardt and Christine Smith as the district's School Safety Specialists.

- p. The appointment of AIG/VALIC, AXA/Equitable, Lincoln Investment Planning, Inc. and Primerica as 403(b), 457(b) and Roth 403(b) plan providers.
- q. The appointment of Phoenix Advisors, Bordentown, NJ as the district's Financial Advisers and Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey as bond counsel legal services provider.
- r. The appointment of AmeriFlex as the Flexible Spending Account (FSA) and Dependent Care Account (DCA) provider. Cost is \$63 per participant per year for FSA and/or DCA program participation, plus \$770 per annum for FSA, DCA and COBRA program administration.
- s. Independent Educational Evaluations
RESOLVED, that the Board of Education does hereby establish the maximum reasonable and customary rates for Independent Educational Evaluations (IEE) as per Policy 2468 as follows:

Evaluation Type	Rate
Speech and Language	\$700
Occupational Therapy	\$700
Physical Therapy	\$700
Educational	\$700
Psychological	\$700
Neurodevelopmental	\$900
Neurological	\$900
Psychiatric	\$900
Assistive Technology Assessment	\$950
Augmentative Communication Assessment	\$950

- t. Evaluation Instruments
RESOLVED, that the Board of Education readopts district evaluation systems as follows:
 - Kim Marshall Principal Evaluation system as evaluation system for building administrators as well as curriculum supervisors.
 - Danielson Framework for Teaching as an evaluation system for the district's teaching staff.
- u. Substitute Pay
RESOLVED, that the Board of Education approves the following substitute rates of pay:
 - Substitute Teachers and Paraprofessionals - \$100
 - Substitute Nurses - \$200
 - Long Term Substitutes - \$150
 - Long Term Paraprofessionals - \$110

4. Finance

RESOLVED, that the Board of Education approves the following:

- a. The designation of the following bank as depository for district funds for 2020-2021,

dependent on ongoing certification of approval by the Governmental Unit Deposit Protection Act: Peapack-Gladstone Bank.

- b. Authorization for the Board Secretary to invest school funds in accordance with the limitations of State law and Board policy.
- c. Authorization for the following persons to sign checks:

Account Name	Nbr.	Signatory(s)
General Operating (Current) Account	3	Treasurer of School Monies and/or Board Secretary and/or Board President and/or Board Vice President
Salary Account	1	Treasurer of School Monies or Board Secretary
Payroll Deduction Account	1	Treasurer of School Monies or Board Secretary
Unemployment Account	1	Board Secretary or Superintendent
Juice and Water Account	1	Board Secretary or Superintendent
Milk Account	1	Board Secretary or Superintendent
Flexible Spending Account	1	Board Secretary or Superintendent
Middle School Student Activity Account	2	Middle School Principal and/or Middle School Dean and/or Board Secretary

- d. The financial records of the school district shall be maintained in accordance with Generally Accepted Accounting Principles (GAAP) and all appropriations shall be recorded using the Chart of Accounts provided by the New Jersey Department of Education.
- e. Authorization for the Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property (state contract), Ed-Data, Somerset County Cooperative Pricing System, Morris County Cooperative Pricing Council (MCCPC), Middlesex Regional Educational Services Cooperative Purchasing, Hunterdon County ESC Cooperative Purchasing and Union County Cooperative Purchasing System.
- f. Authorization, in recognition of Qualified Purchasing Agent status, of a bid threshold of \$40,000 for Purchasing Agent Patricia Leonhardt.

5. Petty Cash Accounts

RESOLVED, that the Board of Education approves the establishment of the following petty cash accounts and the individual responsible for the account for 2020-2021:

- a. Superintendent's Office (Superintendent's Secretary) \$200
- b. Buildings and Grounds (Supervisor of B & G) \$200
- c. Schools (Building Principal) \$200 (each school)
- d. SPS (Director of SPS) \$100
- e. Curriculum (Curriculum Director) \$100

The maximum expenditure from each account for each purchase is \$25.00. The School Business Administrator will review a summary of the disbursements on a semi-annual basis.

6. Organizational Charts

RESOLVED, that the Board of Education approves the district's organizational charts for the 2020-2021 school year dated May 11, 2020.

- Administrative Organizational Chart
- Certificated Staff Organizational Chart
- Non-certificated Organizational Chart
- Buildings and Grounds Organizational Chart

7. Benefits

- a. RESOLVED, that the Board of Education approves the district's participation in the Horizon Healthcare Dental/Public Employer Trust for the 2020-2021 school year (unchanged from 2019-2020) at the following rates:
 - Single - \$57.68 per month, \$692.16 per annum
 - 2 Adult - \$115.34 per month, \$1,384.08 per annum
 - Parent/Child - \$129.74 per month, \$1,556.88 per annum
 - Family - \$187.44 per month, \$2,249.28 per annum

- b. RESOLVED, that the Board of Education approves the district's participation in the School Employees Health Benefits Program and its premium schedule as published by the State of New Jersey, Department of the Treasury, Division of Pension and Benefits.

VII. President's Remarks – Mr. Christian Bellmann

VIII. Superintendent's Remarks – Dr. Matthew Mingle

IX. Presentation

- 2020-2025 Strategic Plan

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;

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

The Superintendent recommends that it be:

- 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 April 27, 2020.
- A.2. Flexible Instruction Plan
RESOLVED, that the Board of Education approves the Flexible Instruction Plan for submission to the New Jersey Department of Education.
- B. Finance/Operations/Transportation
- B.1. Payment of Bills
RESOLVED, that the Board of Education approves the payment of bills for the period May 1, 2020 through May 11, 2020 in the amount of \$2,117,642.14.
- B.2. Payment of Bills
RESOLVED, that the Board of Education authorizes the School Business Administrator/Board Secretary, pursuant to Policy 6470, to audit pending bills and claims, to pay qualifying bills and claims within approved budget line item amounts, from May 12, 2020 through May 31, 2020, and to submit those bills to the Board of Education for approval at its meeting scheduled for June 8, 2020.
- B.3. Board Secretary's and Treasurer's Report
WHEREAS, the Board of Education has received the report of the secretary for the month of April 2020; and
WHEREAS, this report shows the following balances on April 30, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$13,040,012.88		\$1,063,861.93
(10) General Current Expense		\$38,614.00	
(11) Current Expense		\$2,438,675.44	
(12) Capital Outlay		\$59,515.57	
(13) Special Schools		\$16,076.43	
(20) Special Revenue Fund	(\$9,035.94)	\$28,685.82	\$0.00
(30) Capital Projects Fund	\$4,316,266.63	(\$4,324,055.58)	(\$1,763,502.48)
(40) Debt Service Fund	\$60,336.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$17,407,579.57	(\$1,742,488.32)	(\$699,640.55)
(60) Milk Fund	\$13,301.81	\$ (26,000.00)	\$ 5,198.02
(61) Juice and Water Fund	\$3,322.17	\$ (11,000.00)	\$ 1,811.56
TOTAL ENTERPRISE FUNDS	\$16,623.98	(\$37,000.00)	\$7,009.58

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.4. Budget Transfers for Month of April 2020

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 6422:

	TO:		FROM:		
1.	11-000-222-500-033-07-00	Library - Other Purchased Svcs.-MS	11-190-100-610-033-07-10	Instructional Supplies - MS	\$1,005
2.	11-000-223-500-030-08-00	Staff Training-Other Purchased Svcs. - SPS - CS	11-000-217-320-035-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -MHS	\$879
3.	11-000-223-500-033-08-00	Staff Training-Other Purchased Svcs. - SPS - MS	11-000-217-320-035-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -MHS	\$1,179
4.	11-000-223-500-035-08-00	Staff Training-Other Purchased Svcs. - SPS - MHS	11-000-217-320-035-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -MHS	\$779
5.	11-000-223-500-040-08-00	Staff Training-Other Purchased Svcs. - SPS - ALT	11-000-217-320-035-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -MHS	\$804
6.	11-000-223-500-050-08-00	Staff Training-Other Purchased Svcs. - SPS - WS	11-000-217-320-035-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -MHS	\$829
7.	11-190-100-500-030-12-00	Other Purchased Svcs.- Curr - CS	11-000-223-580-033-12-00	Workshops & Travel-Staff Train.-MS	\$1,385
8.	11-190-100-500-033-12-00	Other Purchased Svcs. - Curr - MS	11-000-223-580-033-12-00	Workshops & Travel-Staff Train.-MS	\$1,385
9.	11-190-100-500-035-12-00	Other Purchased Svcs.- Curr - MHS	11-000-223-580-033-12-00	Workshops & Travel-Staff Train.-MS	\$1,385
10.	11-190-100-500-040-12-00	Other Purchased Svcs. - Curr - ALT	11-000-223-580-033-12-00	Workshops & Travel-Staff Train.- MS	\$1,385
11.	11-190-100-500-050-12-00	Other Purchased Svcs. - Curr - WS	11-000-223-580-033-12-00	Workshops & Travel-Staff Train.-MS	\$1,385
12.	11-190-100-610-050-06-10	Instructional Supplies - WS	11-000-222-600-050-06-12	Library Books - Woodland	\$1,400
13.	11-190-100-610-050-06-10	Instructional Supplies - WS	11-190-100-640-050-12-00	Textbooks-Series Replacement- WS	\$2,310
14.	11-190-100-500-030-11-01	Other Purchased Svcs.- Tech-CS	11-000-291-270-000-00-00	Health Benefits	\$2,730
15.	11-190-100-500-035-11-01	Other Purchased Svcs. - Tech - MH	11-000-291-270-000-00-00	Health Benefits	\$3,770
16.	11-190-100-500-040-11-01	Other Purchased Svcs. - Tech - ALT	11-000-291-270-000-00-00	Health Benefits	\$4,680
17.	11-190-100-500-050-11-01	Other Purchased Svcs. - Tech - WS	11-000-291-270-000-00-00	Health Benefits	\$2,210
18.	11-190-100-610-030-11-01	Supplies-Instructional Hardware-CS	11-000-291-270-000-00-00	Health Benefits	\$95,567
19.	11-190-100-610-035-11-01	Supplies-Instructional Hardware-MH	11-000-291-270-000-00-00	Health Benefits	\$50,387
20.	11-190-100-610-040-11-01	Supplies-Instructional Hardware-ALT	11-000-291-270-000-00-00	Health Benefits	\$62,550
21.	11-190-100-610-050-11-01	Supplies-Instructional Hardware-WS	11-000-291-270-000-00-00	Health Benefits	\$88,617
22.	12-120-100-730-030-11-01	Instructional Equipment- Tech. - CS	11-000-262-100-000-09-00	Salaries - Custodians	\$9,993
23.	12-120-100-730-035-11-01	Instructional Equipment-Tech - MHS	11-000-262-100-000-09-00	Salaries - Custodians	\$9,993
24.	12-120-100-730-040-11-01	Instructional Equipment-Tech.- ALT	11-000-262-100-000-09-00	Salaries - Custodians	\$9,993
25.	12-120-100-730-050-11-01	Instructional Equipment- Tech. - WS	11-000-262-100-000-09-00	Salaries - Custodians	\$9,993
26.	12-130-100-730-033-11-01	Instructional Equipment- Tech. - MS	11-000-262-100-000-09-00	Salaries - Custodians	\$26,647
27.	12-120-100-730-040-00-00	Library Renovations-Equipment-ALT	11-000-262-100-000-09-00	Salaries - Custodians	\$5,332

B.5. Travel Approval

Whereas, in accordance with the 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
Beatrice Schwarzkopf	MS	Essentials of Cognitive Behavior Therapy: The Beck Approach	Online	June 2020	\$350

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.6. Dealaman Bus Services Contract Renewal for 2020-2021

RESOLVED, that the Board of Education approves the renewal of the transportation contracts for the 2020-2021 school year with Dealaman Bus Services of Warren, NJ. Renewed routes increased by 1.4%, which is below state approved CPI of 1.7%. The details are as follows:

Multi Contract #	Renewal #	2020-2021 Cost
1	26	\$ 242,694.50
2	22	\$ 80,132.33
4	9	\$34,655.36
5	22	\$157,690.30
6	21	\$43,113.88
7	20	\$72,796.90
8	12	\$146,699.98
9	18	\$18,724.20
10	17	\$29,030.91
11	16	\$56,121.14
12	15	\$49,423.94
	TOTAL	\$931,083.44

B.7. Tax Payment Schedule for 2020-2021 School Year

RESOLVED, that the Board of Education approves the following tax payment schedule for 2020-2021 from the Township of Warren:

Due Date	Amount	Due Date	Amount
Wednesday, July 01, 2020	\$700,000	Monday, January 04, 2021	\$3,432,782
Wednesday, July 15, 2020	\$700,000		
Monday, August 03, 2020	\$700,000	Monday, February 01, 2021	\$3,432,782
Monday, August 17, 2020	\$1,000,000		
Tuesday, September 01, 2020	\$2,000,000	Monday, March 01, 2021	\$3,432,782
Tuesday, September 15, 2020	\$2,000,000		

Thursday, October 01, 2020	\$4,498,897	Thursday, April 01, 2021	\$3,432,782
Monday, November 02, 2020	\$4,498,897	Monday, May 03, 2021	\$3,432,782
Tuesday, December 01, 2020	\$4,498,895	Tuesday, June 01, 2021	\$3,432,779

- B.8. 2020-2021 Custodial Charges for Building Usage
RESOLVED, that the Board of Education approves the following rates for the billing of custodial charges for the groups that use our buildings:
- Straight time \$36.00 per hour
 - Time and a half \$54.00 per hour
 - Double time \$72.00 per hour
- B.9. NJSIG - ERIC North Sub-Fund Application for Safety Grant Program
RESOLVED, the Board of Education approves the submission of a grant application for the Safety Grant Program through the New Jersey School Insurance Group's ERIC NorthSub-Fund for the qualified purposes of offsetting the cost of digital radios. The grant monies, in the amount of \$9,517.18, are for the period of July 1, 2020 to June 30, 2021.
- B.10. Approval of Paving - B&G/Transportation Building
RESOLVED, that the Board of Education hereby approves repaving of the driveway at the B&G/Transportation building through Crossroads Pavement Maintenance LLC (Ed-Data Bid #9183) at a cost of \$35,975.
- B.11. Math Materials Purchase**
RESOLVED, that the Board of Education hereby approves the purchase of the Ready Classroom Math series for Grades K through 8, at a cost not to exceed \$114,127.84. This motion supersedes the April 27, 2020 purchasing motion.
- B.12. Approval of Addendum for 2020-2021 Transportation Contract**
RESOLVED, that the Board of Education approves the addendum to the 2020-21 transportation contract with Fred Dealaman Bus Services, Ltd.

C. Personnel/Student Services

- C.1. Leave Request
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#2691	FMLA - August 31, 2020 through October 29, 2020 (paid) NJFLA - October 30, 2020 through January 29, 2021 (unpaid)
#0568	FMLA - March 9, 2020 through June 16, 2020 (paid) (This motion supersedes the previous motion approved on January 27, 2020.)
#2283	FMLA - On or about April 13, 2020 through May 1, 2020 (paid) NJFLA - August 31, 2020 through November 1, 2020 (unpaid) (This motion supersedes the previous motion approved on April 13, 2020.)

- C.2. Appointment of WTEA-eligible Staff for the 2020-2021 School Year
RESOLVED, that the Board of Education approves the list of WTEA-eligible staff employment, dated May 11, 2020, for the 2020-2021 school year. Final determination of salary amounts pending settlement of new WTEA contract.
- C.3. Appointment of Unaffiliated Staff for the 2020-2021 School Year
RESOLVED, that the Board of Education approves the list of unaffiliated staff

employment, dated May 11, 2020, for the 2020-2021 school year.

C.4. Appointment of WTAA Staff for the 2020-2021 School Year
RESOLVED, that the Board of Education approves the list of WTAA-eligible staff employment, dated May 11, 2020, for the 2020-2021 school year.

C.5. Long Term Substitute
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee #
Rachida Ghodbane	March 9, 2020 - June 16, 2020 (This motion supersedes the previous motion approved on February 10, 2020.)	#0568

C.6. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Michele Lepore	Health Teacher 02-33-22/ail	WMS	Retirement	10/17/2002 - 6/30/2020
Janice Anderson	Speech 02-40-20/ahx	ALT	Retirement	9/1/1996 - 6/30/2020

C.7. Supplemental After School Activities/Clubs
RESOLVED, that the Board of Education approves the following:

Name	Club/Activity	Sessions	Cost
Melissa Errickson	Fun in the Kitchen Session 2	6	\$294
Alyssa Titus	Science is Everywhere Session 2	6	\$220.50
Elizabeth Cullen	Creative Building and Architecture Session 2	6	\$294
Brielle Crowe	Adventures Around the World Session 2	12	\$588

C.8. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2020-2021 school year:

Location	Position	Full-Time Equivalent
ALT	Grade 2 Teacher 02-40-22-acz	1.0
ALT	Grade 4 Teacher	1.0

	02-40-22/bji	
Central	Special Education Teacher 02-30-19/app	1.0
Woodland	Grade 3 Teacher 02-50-22/bgo	1.0

- C.9. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves the abolishment of the following positions for the 2020-2021 school year:

Location	Position	Full-Time Equivalent
ALT	Grade 1 Teacher 02-40-22/bjf	1.0
ALT	Grade 3 Teacher 02-40-22/aqp	1.0
Woodland	Grade 2 Teacher 02-50-22/biz	1.0

- C.10. Approval of Additional Days
RESOLVED, that the Board of Education approves an additional 10 days during the 2019-2020 School Year for Security Program Compliance Manager Ron Berry, at a per diem cost of \$300, for a total cost not to exceed \$3,000.

- C.11. Crisis Prevention Intervention Training Instructor Stipend**
RESOLVED, that the Board of Education approves the following staff as Crisis Prevention Intervention (CPI) Instructor. Each staff member will be reimbursed at the WTEA contract rate \$50.00 per hour, for a total cost shall not to exceed \$300.

Staff Member	Course	Date	Repeat Course Offering Prep Hours Only	Instructor Hours	Total Cost
Caitlin Atkinson	CPI Repeat / Refresher Training	June 2020	3 hours	Within contract day paid for prep only	\$150.00
Rebecca Hartman	CPI Repeat / Refresher Training	June 2020	3 hours	Within contract day paid for prep only	\$150.00

- C.12. Employment Contract - Business Administrator**
RESOLVED, that the Board of Education approves the contract of employment dated May 11, 2020 between the Warren Township Board of Education and Mrs. Patricia Leonhardt for the position of Business Administrator for the period July 1, 2020 through June 30, 2021. A copy of this contract is on file at the Board of Education office (when the district's buildings have reopened and will be posted on the district website).

XIV. Unfinished Business

XV. New Business

- Return to School
- Township Development
- **Resolution regarding Local Tax Levy Payments**

XVI. Public Commentary (any topic)

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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).

XVII. 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

Action will not be taken upon return to public session;

the length of the meeting is anticipated to be approximately 10 minutes; and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

XVIII. Adjourn

2019 - 2020 Board Goals

1. Negotiate successor collective bargaining agreements with the WTAA and WTEA.
2. Adopt a five-year capital improvement plan.
3. Adopt a strategic plan.

2019 - 2020 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.
 - Whole Child connection - Healthy, Safe, Supported
2. Implement consistent safety and security procedures and practices throughout the district.
 - Whole Child connection - Healthy, Safe
3. Collaboratively develop a strategic plan with community stakeholders by Spring 2020.
 - Whole Child connection - Healthy, Safe, Engaged, Supported, Challenged