

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* November 5, 2018 \* 6:30 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 October 25, 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. 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.

V. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the October 15, 2018 Board Meeting.

VI. Correspondence and Information

· HIB Information

Total # of Investigations:

3

Total # of Determined Bullying Incidents:

2

· Suspension Report

In School:

Out of School:

0

0

· Fire Drills

ALT  
October 2

Central  
October 10

Mt. Horeb  
October 15

Woodland  
October 16

Middle  
October 23

· Security Drills

ALT  
October 24  
Lockdown

Central  
October 25  
Lockdown

Mt. Horeb  
October 25  
Lockdown

Woodland  
October 25  
Lockdown

Middle  
October 25  
Lockdown

- VII. President's Remarks – Mr. David Brezee
- VIII. Superintendent's Remarks – Dr. Matthew Mingle
- IX. Presentation
  - Safety and Security Update - Mr. Berry
- X. Discussion
  - Whole Child Priorities
- 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

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 October 15, 2018.

- A.2. **Overnight Trips**  
RESOLVED, that the Board of Education approves the Warren Middle School overnight trips as follows:
- a. Grade 8 Historical Trip to Washington, D.C., May 30-31, 2019.
  - b. Grade 7 Environmental Trip to Fairview Lakes YMCA Camp, May 30-31, 2019.
- A.3. **Standardized Testing Schedule**  
RESOLVED, that the Board of Education approves the 2018-2019 standardized assessment schedule.
- A.4. **2019-2020 Calendar**  
RESOLVED, that the Board of Education approves the 2019-2020 calendar.

B. Finance/Operations/Transportation

- B.1. **Payment of Bills**  
RESOLVED, that the Board of Education approves the payment of bills for the month of October 2018 in the amount of \$4,074,066.22. (This motion supersedes the previous motion from October 15, 2018.)

- 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:

Name	School	Workshop/ Conference	Location	Month/Yr	Cost
Sean Mealey	MS	2019 New Jersey Association for Health, Physical Education, Recreation and Dance	Long Branch	Feb 2019	\$323
Michele Wolkun	CS	Adapting Units of Study in Writing for Special Ed/IE Institute Grades 2-8	New York, NY	Dec 2018	\$650
Jessica Nathan	CS	Tips for Math Coaches, Supervisors and Leaders	Piscataway	Nov 2018	\$213
Peter Kassalow	MS	Tips for Math Coaches, Supervisors and Leaders	Piscataway	Nov 2018	\$205
Jennifer Kaniuka	CS	New Jersey Music Educators Association 2019 State Music Conference	East Brunswick	Feb 2019	\$266

Mark Weber	MH	New Jersey Music Educators Association 2019 State Music Conference	East Brunswick	Feb 2019	\$267
Diane McCloskey	MS	New Jersey Music Educators Association 2019 State Music Conference	East Brunswick	Feb 2019	\$304
John Sermula	MS	New Jersey Music Educators Association 2019 State Music Conference	East Brunswick	Feb 2019	\$182
Joel Van Tine	MS	New Jersey Music Educators Association 2019 State Music Conference	East Brunswick	Feb 2019	\$298
Karen Sutherland	WS	New Jersey Music Educators Association 2019 State Music Conference	East Brunswick	Feb 2019	\$271
Allison Reu	CS	Conference for School based Speech Language Pathologists	Piscataway	Nov 2018	\$449
Jennifer McMahon	MH	Conference for School based Speech Language Pathologists	Piscataway	Nov 2018	\$269
Emily Niclas	WS	Conference for School based Speech Language Pathologists	Piscataway	Nov 2018	\$454
Ashley Papcun	MS	Conference for School based Speech Language Pathologists	Piscataway	Nov 2018	\$449

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. Donation - Central School PTO  
RESOLVED, that the Board of Education accepts, with gratitude, a donation totaling \$1,080 to be used for a Central School third grade yoga program.
- B.4. Comprehensive Maintenance Plan  
RESOLVED, that the Board of Education approves the following motion:  
Whereas, the Department of Education requires New Jersey School Districts to submit the Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget Amount Worksheet (M-1) documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Warren Township Schools are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

Now, therefore be it resolved that the Warren Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget Amount Worksheet (M-1) for the Warren Township Schools in compliance with Department of Education requirements.

- B.5. Professional Development - NGSS  
 RESOLVED, that the Board of Education approves the following professional development at a new district cost. (This motion supersedes previous motion from September 4, 2018.)

Name	School	Workshop/Conference	Location	Month/Yr	Cost
Joan Toth	WS	NGSS 2018-2019 Workshops	Branchburg	Nov 2018, Feb and Mar 2019	\$1,031

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 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
Nicholas Iannacone	Classroom Paraprofessional 30 hrs 08-40-08/bgg	ALT	N/A	1	\$23,785 (prorated, with stipend)	11/6/2018 - 6/30/2019	Replacing employee #3125
Mary Beth Henry	Classroom Paraprofessional 30 hrs 08-30-08/bfq	CS	N/A	10-11	\$25,820 (prorated, with stipend)	11/6/2018 - 6/30/2019	Replacing employee #2292
James Zilinski	Social Studies Teacher 02-33-22/afs	MS	BA+15	1	\$60,895 (prorated)	1/2/2019-6/30/2019	Replacing employee #1552

- C.2. Special Education Service Provider List  
RESOLVED, that the Board of Education approves the following rate change for provider The College of New Jersey, Center for Assistive Technology & Inclusive Ed Studies for Assistive Technology Evaluations (on-site) with written reports from \$1,000 to \$1,200 for the 2018-2019 school year.
- C.3. School Physician  
RESOLVED, that the Board of Education approves Dr. Ronald Frank as the district's School Physician, effective Jan. 1, 2019 through June 30, 2019, at a cost of \$2,000.
- C.4. Leave Request  
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
1415	FMLA - January 7, 2019 through March 25, 2019 (paid) NJFLA - March 12, 2019 through June 3, 2019 (unpaid)
2283	FMLA - September 17, 2018 through October 19, 2018 (paid) NJFLA - October 22, 2018 through April 12, 2019 (unpaid) (This motion supersedes the previous motion from June 18, 2018.)
2963	FMLA - October 5, 2018 through November 19, 2018. (This motion supersedes the previous motion from October 15, 2018.)
2651	FMLA - October 24, 2018 through November 11, 2018 (paid)
3282	October 15, 2018 through November 19, 2018 (unpaid with benefits)
2691	FMLA - October 24, 2018 through December 21, 2018 (paid) NJFLA - January 2 through March 22, 2019 (unpaid) Extended leave - March 25, 2019 through June 3, 2019 (unpaid) (This motion supersedes the previous motion approved October 1, 2018)

- C.5. Retirement/Resignation  
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Ashley Dendy	Paraprofessional	MH	Resignation	5/15/2017-11/21/2018

- C.6. Nursing Plans  
RESOLVED, that the Board of Education approves the 2018-2019 Nursing Plans for Angelo L. Tomaso School, Central School, Mount Horeb School, Woodland School and Warren Middle School.
- C.7. CPR / First Aid Professional Development 2018-2019  
RESOLVED, that the Board of Education approves the following staff for reimbursement as an Instructor. Each instructor will be reimbursed at the WTEA contract rate \$50 per hour according to the following table. The total cost shall not exceed \$1,200.00.

Course	Staff Member	Date	Prep Hours	Instructor Hours	Cost Total
CPR	Jan Brennan	Nov 14, 2018	2	2	\$200.00
CPR	Lisa Lontai	Nov 14, 2018	2	2	\$200.00
CPR	Harriet Stambaugh	Nov 14, 2018	2	2	\$200.00
First Aid	Lisa Lontai	Nov 15, 2018	2	2	\$200.00
First Aid	Harriet Stambaugh	Nov 15, 2018	2	2	\$200.00
First Aid	Doris Zanchelli	Nov 15, 2018	2	2	\$200.00

C.8. Central School Pick-Up Supervision Pilot

RESOLVED, that the Board of Education approves the following staff for reimbursement as pick-up supervisors at Central School from November 12, 2018 through January 25, 2019, per the WTEA contractual rate, at a total cost not to exceed \$1,125.

Name
Laura Lamson
Alyssa Pech

C.9. Warren Academy Courses Instructor Stipend 2018-2019

RESOLVED, that the Board of Education approves the following staff for reimbursement as an Instructor. Each instructor will be reimbursed at the WTEA contractual rate \$50.00 per hour. The total cost shall not exceed \$2,800.00.

Staff Member	Course	Date	Prep Hours	Instructor Hours	Cost Total
Christine Burkhardt	BrainPOP - Make-a-Movie	Dec 7, 2018	1	1	\$100
Christine Burkhardt	Maximizing your Library's Resources	Nov 28 & Dec 12, 2018	1.5	1.5	\$150
Lisa Carlson	Poetry Out Loud	Jan 10 & 17, 2019	6	2	\$400
Susan Cooper	What it means to be 2E	Dec 3, 2018	1	1	\$100
Jessica Nathan	Basics of Classroom Management	Nov 19 & Dec 10, 2018	1.5	1.5	\$150
Jessica Nathan	EPIC in the Classroom	Nov 20 & 30, 2018	1.5	1.5	\$150
Bonnie Pierson	Safe Zone Training	Nov 19 & 26, 2018	6	2	\$400
Helen Scully	Safe Zone Training	Nov 19 & 26, 2018	6	2	\$400
Kristen Stoyanov	EPIC!	Nov 10, 2018	1	1	\$100
Kristen Stoyanov	Reading Workshop: Back to Basics	Nov 27 & Dec 4, 2018	2.5	2.5	\$250
Michelle Zgombic	Google Classroom I	Nov 14, 2018	4.5	1.5	\$300
Michelle Zgombic	Google Classroom II	Nov 26, 2018	4.5	1.5	\$300

C.10. Substitute Teacher

RESOLVED, that the Board of Education approves the following to be appointed as a substitute teacher for the 2018-2019 school year.

Name
Nicholas Zebrowski

C.11. Removal from Substitute List

RESOLVED, that the Board of Education removes the following as an approved substitute for the 2018-2019 school year:

Name
Janos Kollonitsch

XIV. Unfinished Business

XV. New Business

- Policy 0155 (Board Committees)

XVI. Public Commentary (any topic)

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:

protection of public safety and property and/or investigations of possible violations or violations of law

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.

XVIII. 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