

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * October 28, 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 October 7, 2019 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

1

Total # of Determined Bullying Incidents:

1

· Suspension Report

In School:

0

Out of School:

0

VI. President's Remarks – Mr. David Brezee

VII. Superintendent's Remarks – Dr. Matthew Mingle

VIII. Presentations

- Proposed Capital Improvement Plan - Parette Somjen Architects
- Standardized Assessment Report - Mr. Kimmick

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 October 7, 2019.

A.2. Field Trip Destinations

RESOLVED, that the Board of Education hereby approves the following field trip destination for the 2019-2020 School Year:

- Middlesex Middle School, Darien, CT
- FM Kirby Shakespeare Theatre, Madison, NJ
- Escape Room, Bridgewater, NJ
- Bloomfield High School, Bloomfield, NJ

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 2019 in the amount of \$4,432,909.78.

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 September, 2019; and

WHEREAS, this report shows the following balances on September 30, 2019:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$10,263,855.22		\$1,063,861.93
(10) General Current Expense		\$0.00	
(11) Current Expense		\$2,516,057.99	
(12) Capital Outlay		\$221,233.36	
(13) Special Schools		\$18,538.43	
(20) Special Revenue Fund	\$10,871.02	\$35,688.22	\$0.00
(30) Capital Projects Fund	\$4,959,632.44	(\$286,987.82)	(\$1,763,502.48)
(40) Debt Service Fund	\$60,336.00	\$0.00	\$0.00

TOTAL GOVERNMENTAL FUNDS	\$15,294,694.68	\$2,504,530.18	(\$699,640.55)
(60) Milk Fund	\$9,857.77	\$ (26,000.00)	\$ 5,198.02
(61) Juice and Water Fund	\$4,239.76	\$ (11,000.00)	\$ 1,811.56
TOTAL ENTERPRISE FUNDS	\$14,097.53	(\$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.3. Budget Transfers for the Month of September 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 6422:

	TO:		FROM:		
1.	11-000-217-320-040-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -ALT	11-000-100-566-000-08-01	Tuition - Private Schools	\$60,000
2.	11-000-217-320-040-08-00	Extraordinary Svcs. - Purchased Professional Svcs. -ALT	11-000-291-270-000-00-00	Health Benefits	\$12,812
3.	11-000-222-800-035-04-00	Library - Memberships - MHS	11-000-222-600-035-04-12	Library Books - MHS	\$65
4.	11-000-223-500-030-12-00	Staff Training - Other Purchased Svcs. - CS	11-190-100-640-030-12-00	Textbooks - Series Replacement - CS	\$240
5.	11-000-223-500-033-12-00	Staff Training - Other Purchased Svcs. - MS	11-190-100-640-035-12-00	Textbooks - Series Replacement - MS	\$440
6.	11-000-223-500-035-12-00	Staff Training - Other Purchased Svcs. - MHS	11-190-100-640-035-12-00	Textbooks - Series Replacement - MHS	\$240
7.	11-000-223-500-040-12-00	Staff Training - Other Purchased Svcs. - ALT	11-190-100-640-040-12-00	Textbooks - Series Replacement - ALT	\$240
8.	11-000-223-500-050-12-00	Staff Training - Other Purchased Svcs. - WS	11-190-100-640-050-12-00	Textbooks - Series Replacement - WS	\$240
9.	11-000-240-600-035-04-10	Admin Supplies - Mt. Horeb	11-190-100-610-035-04-10	Instructional Supplies - MHS	\$500
10.	11-000-262-300-000-09-00	Purchased Prof. & Tech. Svcs. - Maintenance	11-000-262-520-000-01-00	Insurance - Property & Liability	\$8,000

B.4. Travel Approval

Whereas, in accordance with State of New Jersey School District Accountability Act (A-5) and the Warren Township Schools' Policy 6471-School District Travel, 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
Lisa Carlson	MS	Understanding Texts and Readers	Piscataway	Jan 2020	\$155

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. Transportation for Out-of-District Students

RESOLVED, that the Board of Education approves the transportation contract with Watchung Hills Regional High School for 2019-2020 SY transportation for Out-of-District students as follows:

Host	Joiner	Location	Route	Revenue
Warren	Watchung Hills Regional High School	Ridge High School	RHS1	\$31,915.80

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	Tenure	Discussion
Kelsey Harcourt	Leave Replacement School Counselor	MS	MA	1	\$64,064	8/28/2019 - 1/7/2020 *	N	Replacing employee #1415

* (This motion supersedes previous motion from August 19, 2019.)

C.2. Substitute Teachers

RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2019-2020 school year.

Name
Elisabeth Weaver
Mia Barros

- C. 3. Personnel and Negotiations Committee Goals - 2019-2020
RESOLVED, that the Board of Education approves the following goals for the Personnel and Negotiations Committee for the 2019-2020 school year:
- Review and advise on Superintendent recommendations for adjustments to nonaligned staff compensation.
 - Negotiate successor collective bargaining agreements with the WTAA and WTEA.
 - Advise the Superintendent on efforts to increase the diversity of applicants for instructional job openings within the district.

- C.4. Leave Request
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#3122	FMLA - September 3, 2019 through October 7, 2019 (paid) FMLA - October 8, 2019 through November 22, 2019 (unpaid) Extended Leave - November 25, 2019 through December 10, 2019 (unpaid) (This motion supersedes previous motion dated August 8, 2019.)
#3207	FMLA - August 28, 2019 - October 8, 2019 (paid) FMLA - October 19, 2019 through October 31, 2019 (unpaid) (This motion supersedes previous motion dated September 16, 2019.)
#3450	Extended Leave of Absence - March 27, 2020 through April 21, 2020 (paid) Extended Leave of Absence - April 22, 2020 through June 5, 2020 (unpaid)

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

Name	From	To	Effective Date
Sharon Harvey	School Bus Driver, 25 hours per week. \$16,200 12-00-24/act	School Bus Driver, 35 hours per week, \$22,680 12-00-24/bjw	10/29/2019 - 6/30/2020

- C.6. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following positions:

Location	Position	Full-Time Equivalent
Transportation	12-00-24/bjw	35 hours per week

- C.7. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves the abolishment of the following positions:

Location	Position	Full-Time Equivalent
Transportation	School Bus Driver 12-00-24/act	25 hours per week

- C.8. Long Term Substitute
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee #
Maryanne DuBois	9/3/2019 -10/31/2019 *	#3207

*(This motion supersedes previous motion dated September 3, 2019.)

- C.9. Additional Hours
RESOLVED, that the Board of Education approves the following additional hours:

Name	Student #	Club/Purpose	Starting Date	Cost
Nancy Lauber	8433407152	Gold Band	November 5, 2019	\$799

- C.10. Warren Staff Academy Courses Instructor Stipend 2019-2020
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 \$1,300.00

Name	Course	Date	Prep Hours	Instructor Hours	Cost Total
MaryEllen Weaver	Applying Mindfulness Techniques for a Calming Classroom	Dec 3 & 10, 2019	6	2	\$400
MaryEllen Weaver	School Wellness: Empowering Students and Teachers to Thrive	Jan 7, 14 & 28, 2020	9	3	\$600
Kathryn Speckin	Using Patterns to engage students in Life Science	Jan 29, 2020	3	1	\$200
Marianne Larson	Utilizing BAS Data to Plan for Strategy Instruction	Oct 23, 2019	3	1	\$200*

*(This motion supersedes previous motion dated October 7, 2019. Original approved amount was \$100.)

- C.11. Crisis Prevention Intervention (CPI) Building Teams
RESOLVED, that the Board of Education approves the following staff as Crisis Prevention Intervention Building Team members. Each staff member will receive an annual amount of \$500 stipend per the WTEA Collective Bargaining Agreement. The stipend will be rewarded upon verified completion of the Crisis Prevention Intervention training, for a total cost not to exceed \$18,500.00.

Ashley Allegra	Celeste Ostry
Caitlin Atkinson	Erica Pawlo
Michelle Barbagallo	Joyce Pekarsky
Lakiesha Beaubrun	Alexandra Pranzo

Fran Blabolil	Lucia Raphael
Kelly Blessing-Maire	Jessica Rediger
Carol Brown	Allison Reu
Amy Brunswick	Michelle Roth
Alexa Diiorio	Nicole Runfola
Patricia Doll	Shawna Slater
Casey Hardy	Marcela Stefanikova
Rebecca Hartman	Sherri Strauss
Julie Jagiello	Cheryl Thoma
Keith Koellhoffer	John Tishlas
Nancy Lauber	Joan Toth
Brittany Leonard	Sara Von Bartheld
Josephine Maccagnan	Lois Wagner
Valerie Nelson	Linda Yu
Carlyn O'Regan	

- C.12. Crisis Prevention Intervention Training Instructor Stipend 2019-2020
RESOLVED, that the Board of Education approves the following staff as Crisis Prevention Intervention (CPI) Instructors. Each staff member will be reimbursed at the WTEA contract rate \$50.00 per hour.

Course	Staff Member	Date	First Offering Prep hours	Instructor Hours	Total Cost
CPI Initial Training	Brittany Leonard	Oct 21 & 22, 2019	33 hours	Within contract day paid for prep only	\$825 \$1,650.00*
CPI Initial Training	Caitlin Atkinson	Oct 22, 2019	0 hours	Within contract day paid for prep only	\$825 \$0

*(This motion supersedes the approval for these staff members on previous motion dated October 7, 2019.)

- C.13. Approve Contracted Services
RESOLVED, that the Board of Education approves Staffing Plus, Inc. as a provider of Substitute Nurses starting on or about November 1, 2019 through on or about January 31, 2020, at a maximum hourly rate of \$65, at a cost not to exceed \$24,115.
- C.14. Rescind Contracted Services
RESOLVED, that the Board of Education rescinds approval of Delta-T Group North Jersey, Inc. as a provider for Substitute Nurses starting October 16, 2019 through December 7, 2019, at an hourly rate of \$47.75, at a cost not to exceed \$11,365.

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary (any topic)

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:
pending or anticipated litigation or contract negotiation and/or matters of
attorney-client privilege
Action may 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

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