

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * October 1, 2018 * 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, 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:

specific prospective or current employees unless all who could be adversely affected request an open session and

Action will 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.

V. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the September 17, 2018 Board Meeting.

VI. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

0

· Fire Drills

ALT
September 21

Central
September 7

Mt. Horeb
September 11

Woodland
September 12

Middle
September 13

Security Drills

<u>ALT</u> September 27 Non-Fire Evacuation	<u>Central</u> September 26 Non-Fire Evacuation	<u>Mt. Horeb</u> September 26 Non-Fire Evacuation	<u>Woodland</u> September 26 Non-Fire Evacuation	<u>Middle</u> September 27 Non-Fire Evacuation
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- VII. President's Remarks – Mr. David Brezee
- VIII. Superintendent's Remarks – Dr. Matthew Mingle
 - Development in Warren Township
- IX. Presentation
- 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
 - 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 September 17, 2018.
 - A.2. Field Trip Destination
RESOLVED, that the Board of Education hereby approves the following field trip destinations for the 2018-2019 school year:
 - a. Escape Room, Bridgewater, NJ
 - b. MAYO Performing Arts Center, Morristown, NJ
 - c. Radio City Music Hall, NY, NY
 - A.3. Alternative Physical Education Program
RESOLVED, that the Board of Education approves the alternative physical education program for Student #1336387276 for the period of October 2, 2018 through on or about June 30, 2019.

- A.4. Curriculum, Communications, and Technology Committee Goal - 2018-2019
RESOLVED, that the Board of Education approves the following goal for the 2018-2019 school year:
- Recommend priorities within the healthy, engaged, and challenged tenets to the full Board.

B. Finance/Operations/Transportation

B.1. 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
Christine Burkhardt	MH	New Jersey Association of School Librarians 2018 Fall Conference	Long Branch	Dec 2018	\$274
Doris Zanchelli	MH	Rewire the Anxious Brain	Point Pleasant	Nov 2018	\$205
Helen Scully	MS	New Jersey School Counselors' Conference	Edison	Oct 2018	\$151

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.2. School Employees' Health Benefits Program Waiver Payments

WHEREAS, N.J.S.A. 52:14-17.31a, in conjunction with N.J.S.A. 52:14-17.46.11, permits employers participating in the School Employees' Health Benefits Program ("SEHBP") to unilaterally establish an amount to be paid to employees who agree to waive their health benefits coverage in exchange for a cash payment; and

WHEREAS, the employer has sole discretion as to whether or not to offer employees health benefits waiver payments which are not subject to the collective bargaining process in accordance with N.J.S.A. 52:14-17.31a(c); and

WHEREAS, the Board of Education previously offered an incentive for eligible employees who waive medical insurance in the amount of 25%, or \$5,000, whichever is less, of the amount saved by the employer because of the employee's waiver of coverage; and

WHEREAS, the supporting waiver language has been removed from the agreements with each of the district's bargaining units; and

WHEREAS, the Board of Education is exercising its discretion in accordance with N.J.S.A. 52:14-17.31a(c) to offer an incentive for eligible employees who waive medical insurance;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Township of Warren, County of Somerset, State of New Jersey, that it will offer an incentive for eligible employees who waive medical insurance in the amount of 25%, or \$5,000, whichever is less, of the amount saved by the employer because of the employee's waiver of coverage for Calendar Year 2019; and

BE IT FURTHER RESOLVED that an employee who has health benefit coverage through a spouse or from another source, other than the State Health Benefits Plan or the SEHBP, and who can demonstrate same to the Business Administrator, may elect to forego all or a portion of his/her medical, dental and/or prescription coverage for a full year and receive a cash payment of twenty-five percent (25%) of the premium savings to the Board of Education, or \$5,000, whichever is less, of the amount saved by the employer. Said payment will not be considered salary, nor will it be considered pensionable. The Business Office shall provide the forms by which an employee shall waive coverage and apply for payment; and

BE IT FURTHER RESOLVED that an employee who has waived all or a portion of his/her medical benefit coverage will be allowed to restore such coverage on an immediate basis, without the necessity of a health questionnaire for the employee or his/her family members, in the event of a hardship or change of life event. Reentry to all health benefit coverage for reason of hardship or change of life applies only in the following situations, which result in the loss of health benefits coverage through the employee's spouse or other source:

- Termination of employment (proof of termination of benefits required);
- Legal Separation (a copy of decree is required);
- Group contract/policy terminated (proof of termination of benefits required);
- Disability of spouse which eliminates benefits (proof of termination of benefits required);
- Divorce (a copy of the decree is required);
- Death of Spouse (a copy of death certificate is required);
- Military Discharge (a copy of DD214 is required);
- Application under these circumstances must be made within sixty (60) days of the life event to the Board of Education's Payroll/Benefit Office;
- In addition, any employee who has waived all his/her health benefit coverage may automatically restore his/her coverage by applying during the open enrollment period during any year. The reinstatement date under such conditions will be January 1. It will not be necessary for any employee or his/her family members to complete a Statement of Health (proof of insurability) to restore coverage during the open enrollment period.

- B.3. Transportation for Out of District Student
RESOLVED, that the Board of Education approves a transportation contract with Somerset County Educational Services Commission for 2018-2019 School year transportation for an out of district student as follows (this motion supersedes previous motion from September 4, 2018):

Contractor	Student ID#	School	Cost
SCESC	9880687809	Green Brook Middle School	\$12,731.48

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, for the 2018-2019 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.”

Name	Position	PCR	Location	Degree	Step	Salary	Effective Date	Discussion
Colleen Runyon	1:1 Paraprofessional	08-35-08/big	MH	N/A	12-13	\$28,460 (prorated, with stipend)	10/16/18	New position
Lynn Kaplan	.5 Special Education Teacher	Leave Replacement	MS	MA	25	\$44,205 (prorated)	10/2/18	Replacing employee # 2530

C.2. Substitute Teachers

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

Name
Emily Jenkinson

C.3. Superintendent Evaluation

RESOLVED, that the Board of Education approves the use of the Chief School Administrator evaluation form and process for the 2018-2019 school year.

C.4. Approval to Create Position

RESOLVED, that the Board of Education hereby approves creating the following position:

Location	Position	PCR	Full-Time Equivalent
Warren Middle School	1:1 Paraprofessional	08-33-08/bif	1.00
Central School	1:1 Paraprofessional	08-30-08/bih	1.00

C.5. After School Activities/Clubs

RESOLVED, that the Board of Education approves the following clubs:

Name	Club	Location	Sessions	Cost
Lisa Lontai	Mind-Body-Spirit Club Advisor	MS	30	\$1,470*

Helen Scully	Student Leadership Diversity Club Advisor	MS	30	\$1,470*
David Arnold	Boys Council Advisor	MS	15	\$735*
Bonnie Pierson	Student Leadership Diversity Club Advisor	MS	30	\$1,470

*(Paid for by Somerset County Municipal Youth Services Commission Grant)

C.6. Leave Request

RESOLVED, that the Board of Education approves the following anticipated:

Employee ID	Paid/Unpaid
3058	FMLA - February 19, 2019 thru April 5, 2019 (paid) NJFLA - April 6, 2019 thru June 30, 2019 (unpaid)
2691	FMLA - January 7, 2019 thru February 27, 2019 (paid) NJFLA - February 28, 2019 thru June 3, 2019 (unpaid)
0547	NJFLA - Intermittent leave September 24, 2018 thru November 2, 2019 (unpaid)
1694	FMLA - November 13, 2018 thru December 21, 2018 (paid)

C.7. Additional Hours

RESOLVED, that the Board of Education approves the following additional hours:

Name	Student #	Club	Starting Date	Cost
Mary Russo	1316551903	Sports	September 21, 2018	\$850
Richard Bardy	5191061352	Cross-Country, 4 track meets, and Board Games	September 18, 2018	\$1,150
Shari DeCarli	7152876083	Student Leadership and Performing Arts	October 1, 2018	\$1,125
Kristyn Westcott	2162506652	Performing Arts	October 1, 2018	\$350

C.8. 2018-2019 Approval of Title I - Extended Day Tutor

RESOLVED, that the Board of Education approves the appointment of the following staff members as Title I - Extended Day Tutors, to be paid the contractual rate of \$50 per hour. Total cost dependent upon needs of identified students in the district's Title I school, which is Central School, at a total cost not to exceed \$43,114. Cost to be fully funded by ESEA Title I.

Name
Allison Hecht

- C.9 . Approval of Inservice Day Presenters
 RESOLVED, that the Board of Education approves the following October 8 and 9, 2018 Inservice Day presenters, (compensation rate according to the 2017-2020 WTEA Collective Bargaining Agreement) for a total cost not to exceed \$12,567.15:

Dannine Albanese	Traci Haise	Alyssa Pech
Nancy Andrews	Alison Hales	Alexandra Pranzo
Karen Balich	Jessica Halpern	MaryLou Psak
Michelle Barbagallo	Rebecca Hartman	Amanda Rodrigues
Nancy Braunstein	Allison Hecht	Jennifer Ronkiewicz
Carol Brown	Amy Jensen	Kelly Stankiewicz
Chris Burkhardt	Peter Kassalow	Kristen Stoyanov
Danielle Buzby	Susan Kline	Rebecca Sutherland
Lyndsay Carroll	Sara Kolesar	Jeffrey Sutherland
Cynthia Cassidy	Marianne Larson	Lauren Valera
Christine Cirrotti	Karen Leski	Lori Vigliotti
Susan Cooper	Sean Mealy	Michelle Wegener
Laurie Donovan	Cathy Murphy	Adam Yenish
Melissa Fedosh	Jessica Nathan	Susan Wisher
Mary Beth Greco	Megan O'Donnell	Michelle Zgombic

- C.10. 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 \$10,500.00.

Michelle Barbagallo	Keith Koellhoffer	Lucia Raphael
Nicholas Bayachek	Nancy Lauber	Allison Reu
Lakiesha Beaubrun	Brittany Leonard	Michelle Roth
Fran Blabolil	Karen Leski	Nicole Runfolo
Carol Brown	Catherine Maguire	Christopher Schwallie
Amy Brunswick	Joyce Pekarsky	Sherri Strauss
Julie Jagiello	Paula Pontoriero	Joan Toth

- C.11. Substitute Bus Driver
 RESOLVED, that the Board of Education approves Tyler Tribelhorn as a substitute bus driver at the approved pay rate for the 2018-2019 school year.

D. Policy

- D.1. Policies – First Reading
 RESOLVED, that the Board of Education approves the first reading of the following policies:

Number	Name	New/Revision	Source of Changes
P2431	Athletic Competition	Revision	Strauss Esmay
P5350	Student Suicide Prevention	Revision	Strauss Esmay
P5512	Harassment, Intimidation, and Bullying	Revision	Strauss Esmay
P5533	Student Smoking	Revision	Strauss Esmay
P5561	Use of Physical Restraint and Seclusion Tactics for Students with Disabilities	Revision	Strauss Esmay
P8462	Reporting Potentially Missing or Abused Children	Revision	Strauss Esmay

D.2. Policies – Second Reading
RESOLVED, that the Board of Education approves the second reading and adoption of the following policies:

Number	Name	New/Revision	Source of Changes
P1550	Equal Employment / Anti-Discrimination Practices	Revision	Strauss Esmay
P1613	Disclosure and Review of Applicant's Employment History	New	Strauss Esmay
P7700	Flag	New	District

XIV. Unfinished Business

XV. New Business

- Policy 0155 - Board Committees

XVI. Public Commentary (any topic)

XVII. 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