

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* September 16, 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 August 19, 2019 Board Meeting.
- RESOLVED, that the Board of Education approves the public session minutes of the September 3, 2019 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

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

- Security Update - Mr. Ron Berry

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 September 3, 2019.
- A.2. Curriculum, Communications, and Technology Committee Goal - 2019-2020  
RESOLVED, that the Board of Education approves the following goal for the Curriculum, Communications, and Technology Committee for the 2019-2020 school year:
  - Support the administration in developing 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.3. Out-of-District Placements  
RESOLVED, that the Board of Education approves the out-of-district placement for Student #3138342376 to P.G. Chambers School, beginning on October 1, 2019 through June 30, 2020, at a cost of \$66,579.56.

B. Finance/Operations/Transportation

- B.1. Payment of Bills  
RESOLVED, that the Board of Education approves the payment of bills for the month of September 2019 in the amount of \$3,249,697.92.
- 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 July, 2019; and  
WHEREAS, this report shows the following balances on July 31, 2019:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$8,420,064.96		\$1,063,861.93

(10) General Current Expense		\$0.00	
(11) Current Expense		\$2,095,477.99	
(12) Capital Outlay		\$223,703.36	
(13) Special Schools		\$2,435.63	
(20) Special Revenue Fund	\$71,790.04	\$22,133.77	\$0.00
(30) Capital Projects Fund	\$6,224,790.48	\$2,340,950.75	(\$1,763,502.48)
(40) Debt Service Fund	\$60,336.00	\$0.00	\$0.00
TOTAL	\$14,776,981.48	\$4,684,701.50	(\$699,640.55)

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 July 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.	11-000-217-320-033-08-00	Extraord. Svcs.-Purch. Prof. Svcs.-MS	11-000-100-566-000-08-01	Tuition - Private Schools	\$22,000
2.	11-000-218-500-030-12-00	Guidance - Other Purch. Svcs. - CS	11-190-100-640-030-12-00	Textbooks-Series Replacement- CS	\$450
3.	11-000-218-500-033-12-00	Guidance - Other Purch. Svcs. - MS	11-190-100-640-035-12-00	Textbooks-Series Replacement- MS	\$1,800
4.	11-000-218-500-035-12-00	Guidance -Other Purch. Svcs.-MHS	11-190-100-640-035-12-00	Textbooks-Series Replacement-MH	\$450
5.	11-000-218-500-040-12-00	Guidance -Other Purch. Svcs. -ALT	11-190-100-640-040-12-00	Textbooks-Series Replacement-ALT	\$450
6.	11-000-218-500-050-12-00	Guidance - Other Purch. Svcs. -WS	11-190-100-640-050-12-00	Textbooks-Series Replacement-WS	\$450
7.	11-000-223-500-030-12-00	Staff Training-Other Purch. Svcs.-CS	11-190-100-640-030-12-00	Textbooks-Series Replacement -CS	\$1,300
8.	11-000-223-500-033-12-00	Staff Training-Other Purch. Svcs. - MS	11-190-100-640-035-12-00	Textbooks Series Replacement -MS	\$1,300
9.	11-000-223-500-035-12-00	Staff Training-Other Purch. Svcs.-MH	11-190-100-640-035-12-00	Textbooks-Series Replacement-MH	\$1,300
10.	11-000-223-500-040-12-00	Staff Training-Other Purch. Svcs. - ALT	11-190-100-640-040-12-00	Textbooks-Series Replacement-ALT	\$1,300
11.	11-000-223-500-050-12-00	Staff Training-Other Purch. Svcs. - WS	11-190-100-640-050-12-00	Textbooks-Series Replacement-WS	\$1,300
12.	11-000-230-590-000-01-00	Admin. - Other Purchased Services	11-000-291-270-000-00-00	Health Benefits	\$6,600
13.	11-000-240-800-035-04-00	Principal Dues - Mt. Horeb	11-000-240-600-035-04-10	Admin. Supplies - Mt. Horeb	\$45
14.	11-000-252-600-000-11-01	Admin. Technology - Supplies	12-000-252-730-000-11-01	Equipment - Technology	\$49,985
15.	11-000-262-300-000-09-00	Purchased Prof. & Tech. Svcs.-Maint.	11-000-262-610-000-09-00	Building Supplies - Maintenance	\$5,000
16.	11-000-270-512-033-07-01	Sports & Music Trips - Middle	11-000-240-600-033-07-10	Admin Supplies - Middle	\$275
17.	11-000-270-800-000-10-00	Transportation - Other	11-000-270-420-000-10-00	Transportation - Repair & Maint.,	\$1,000

18.	11-000-291-260-000-00-00	Workers Compensation	11-000-100-566-000-08-01	Tuition - Private Schools	\$19,554
19.	11-190-100-500-030-03-00	Other Purchased Services - Central	11-190-100-610-030-03-10	Instructional Supplies - CS	\$2,184
20.	11-190-100-500-035-04-00	Other Purchased Services - MHSb	11-190-100-610-035-04-10	Instructional Supplies - MHS	\$2,638
21.	11-190-100-500-040-05-00	Other Purchased Services - ALT	11-190-100-610-040-05-10	Instructional Supplies - ALT	\$1,698
22.	11-190-100-500-050-06-00	Other Purchased Services - WS	11-190-100-610-050-06-10	Instructional Supplies - WS	\$2,770
23.	11-190-100-500-033-07-00	Other Purchased Services - Middle	11-000-218-600-033-07-00	Guidance Supplies - Middle	\$1,250
24.	11-190-100-500-033-07-00	Other Purchased Services - Middle	11-000-240-580-033-07-00	Travel - Middle	\$750
25.	11-190-100-500-033-07-00	Other Purchased Services - Middle	11-000-240-600-033-07-10	Admin Supplies - Middle	\$1,000
26.	11-190-100-500-033-07-00	Other Purchased Services - Middle	11-190-100-800-033-07-00	Field Trip Admission - MS	\$1,000
27.	11-190-100-500-030-11-01	Other Purchased Svcs. - Tech - CS	12-000-252-730-000-11-01	Equipment - Technology	\$1,000
28.	11-190-100-500-035-11-01	Other Purchased Svcs.- Tech -MHS	12-000-252-730-000-11-01	Equipment - Technology	\$1,000
29.	11-190-100-500-040-11-01	Other Purchased Svcs. - Tech - ALT	12-000-252-730-000-11-01	Equipment - Technology	\$1,000
30.	11-190-100-500-050-11-01	Other Purchased Svcs. - Tech - WS	12-000-252-730-000-11-01	Equipment - Technology	\$1,000
31.	11-213-100-500-030-08-00	RC - Purchased Services - CS	11-213-100-610-030-08-00	RC - Supplies - CS	\$420
32.	11-213-100-500-033-08-00	RC - Purchased Services - MS	11-213-100-610-033-08-00	RC - Supplies - MS	\$420
33.	11-213-100-500-035-08-00	RC - Purchased Services - MHS	11-213-100-610-035-08-00	RC - Supplies - MHS	\$20
34.	11-213-100-500-040-08-00	RC - Purchased Services - ALT	11-213-100-610-040-08-00	RC - Supplies - ALT	\$20
35.	11-213-100-500-050-08-00	RC - Purchased Services - WS	11-213-100-610-050-08-00	RC - Supplies - WS	\$20
36.	11-214-100-500-030-08-00	Autism- Other Purchased Svcs. -CS	11-214-100-610-030-08-00	Autism Supplies - CS	\$1,225
37.	11-214-100-500-033-08-00	Autism- Other Purchased Svcs.-MS	11-214-100-610-033-08-00	Autism Supplies - MS	\$156
38.	11-216-100-500-035-08-00	PSD - Other Purch. Svcs. - MHS	11-216-100-600-035-08-00	PSD - Supplies - MHS	\$1,765

**B.4. Acceptance of Grant Award**

RESOLVED, that the Board of Education accepts the Grant Monies from the Municipal Youth Services Commission totaling \$12,124:

- a. Diversity Club - \$2,676
- b. Mind, Body, Spirit Teen Club - \$2,324
- c. SAVE Promise Club - \$2,576
- d. Boys Council - \$2,274
- e. Girls Council - \$2,274

**B.5. 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
Patricia Iannacone	CS	New Jersey International Dyslexia Association	Somerset	Oct 2019	\$235
Alison Tugya	CS	Responsive Classroom Leadership Seminar	New York, NY	Dec 2019	\$199

Alyssa Pech	CS	Responsive Classroom Leadership Seminar	New York, NY	Dec 2019	\$199
Christine Burkhardt	MH	New Jersey Association of School Librarians	East Brunswick	Dec 2019	\$265

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. Finance, Operations, and Security Committee Goal - 2019-2020  
RESOLVED, that the Board of Education approves the following goal for the Finance, Operations, and Security Committee for the 2019-2020 school year:
- Collaborate with the administration to support the implementation of consistent safety and security procedures and practices throughout the district.
  - Advise the board on the development of a five-year capital improvement plan.
  - Advise the board regarding the development of the 2020-2021 budget.
  - Review the impact of new residential development on district operations.
- B.7. Field Trip Destination  
RESOLVED, that the Board of Education hereby approves the following field trip destination for the 2019-2020 School Year:
- NYC Chinatown Area
- B.8. Contract Approval  
RESOLVED, that the Board of Education hereby approves a contract for the provision of nursing services for Student #3138342376 through Bayada Home Health Care, Inc. for Oct. 1, 2019 through June 30, 2020,. Hourly rate not to exceed \$54.50, for an approximate total cost of \$72,812.
- B.9. Disposal of Obsolete Items  
RESOLVED, that the Board of Education declares as obsolete the following items:

Item Type	Serial Number
20 large basket chairs, 1 nurse's cot, 164 student desks, 311 student chairs, 9 rectangular tables, 2 teacher desks, 1 metal bookshelf, 1 wooden rack, 1 metal cabinet, 1 wooden/glass cabinet,	NA

BE IT FURTHER RESOLVED, that the Board of Education approves the sale or disposal of the listed equipment in accordance with N.J.S.A. 18A:18A:45 – Sale of Property.

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	Tenure	Discussion
Celeste Ostry	1:1 Paraprofessional, 32.5 hrs 08-33-08/bje	MS	N/A	3	\$28,184 (with stipend)	9/17/2019 - 6/30/2020	N	Replacing employee #3404

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.

Sara Byrne
Adanna Cooper
Danielle Dekunchak

C.3. Leave Request

RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#3207	FMLA - 08/28/2019 - 10/8/2019 (paid) FMLA - 10/9/2019 - 11/15/2019 (unpaid) Extended Leave - 11/18/2019 - 12/20/2019 (unpaid)
#2258	FMLA - 9/3/2019 - 9/20/2019 (paid) FMLA - 9/23/2019 - 10/2/2019 (unpaid) Extended leave - 10/3/2019 - 10/8/2019 (unpaid) (This motion supersedes previous motion dated 8/19/19.)

C.4. Retirement/Resignation

RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Tatiana Neri	School Nurse 02-50-09/aoj	WS	resignation	8/28/2019 - 11/6/2019 or sooner if applicable.
Lindsay Sheffrin	Special Education Teacher 02-40-19/bch	ALT	resignation	8/28/2019 - 9/13/2019

C.5. Warren 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 \$4,800.00.

Name	Course	Date	Prep Hours	Instructor Hours	Cost Total
Jessica Nathan	Classroom Culture Learning Strand	Oct 3, Oct 30 and Dec 4, 2019	9	3	\$600.00
Jessica Nathan	Differentiation Learning Strand	Oct 8, Nov 13 and Dec 12, 2019	9	3	\$600.00
Kristen Stoyanov	Math Workshop Learning Strand	Oct 8, Nov 13 and Dec 18, 2019	9	3	\$600.00
Kristen Stoyanov	Reading Workshop Learning Strand	Oct 17, Nov 20, 2019 and Jan 9, 2020	9	3	\$600.00
Kristen Stoyanov	Writing Workshop Learning Strand	Oct 23, Dec 4, 2019 and Jan 14, 2020	9	3	\$600.00
Melissa Smolenski	Student Accountability	Oct 22, Dec 10, 2019 and Jan 14, 2020	9	3	\$600.00
Melissa Smolenski	Reading to Learn	Oct 29, Dec 17, 2019 and Jan 21, 2020	9	3	\$600.00
Melissa Smolenski	The Co-Teaching Classroom	Oct 8, Nov 19, 2019 and Jan 7, 2020	9	3	\$600.00

C.6. WTEA Stipend Positions 2019-2020

RESOLVED, that the Board of Education approves the following WTEA stipend positions for the 2019-2020 school year:

Position	Name	Amount
Student Government Advisor	Beverly MacGorman	\$1,470
MS Yearbook Club Advisor	Lauren Regal	\$735
MS Yearbook Club Advisor	Cynthia Cassidy (supersedes previous approval on 6/17/2019)	\$735

C.7. Supervisor Stipend

RESOLVED, that the Board of Education approves the adjustment of the following position for the 2019-2020 school year: (This recommendation supersedes previous approval on June 17, 2019.)

Club	Name	Amount
Basketball Supervisor	Dave Arnold	\$50 per hour (not to exceed 60 hours)

C.8. 2019-2020 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 the needs of identified students in the district's Title I school(s), which are Central and Mt. Horeb Schools, at a total cost not to exceed \$40,800. Cost to be fully funded by ESEA Title I.

Anita Brower	Mary Lou Psak
Christine Burkhardt	Danielle Riccio

Nancy Braunstein	Jolanta Scassera
Carla Cicalese	Rebecca Sutherland
Lauren Farrell	Joan Toth
Denise Kennedy	Kristina Traynor
Sara Kolesar	Michele Wolkun
Joyce Pekarsky	

- C.9. 2019-2020 Approval of Title I - Extended Day Coordinator  
RESOLVED, that the Board of Education approves the appointment of the following staff members as Title I Extended Day Coordinator in the district's Title I school(s), which are Central and Mt. Horeb Schools, at a total stipend cost not to exceed \$10,000. Cost to be fully funded by ESEA - Title I.
- Jessica Nathan

- C.10. After School Activities/Clubs  
RESOLVED, that the Board of Education approves the 2019-2020 after school activities/clubs, and the instructors for each, at the negotiated stipend rate.

- C.11. Approval to Create Position  
RESOLVED, that the Board of Education hereby approves the creation of the following position for 2019-2020:

Location	Position	PCR	Full-Time Equivalent
Central School	1:1 Paraprofessional	08-30-08/bjl	32.5 hrs
Woodland School	Classroom Paraprofessional	08-50-08/bjr	30 hours

- C.12. Transfer of Staff  
RESOLVED, that the Board of Education approves the transfer/change in assignment of the following district staff:

Name	From	To	Effective Date
Stella Wangler	Multi-Duty Paraprofessional, 30 hrs, WS, 08-50-15-bew	Classroom Paraprofessional, 30 hrs, WS, 08-50-08/bjr	9/17/2019 - 6/30/2020
Joseph Scott	Night Custodian, MS, \$37,966 04-33-10/aob	Day Head Custodian, WS, \$39,466 (with stipend, prorated) 04-50-10/apb	9/13/2019 - on or about 12/13/2019

- 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:

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

Action may 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.

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