

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * September 17, 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

III. 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

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.

IV. Minutes

- RESOLVED, that the Board of Education approves the public minutes of the August 20, 2018 Board Meeting.

Minutes

- RESOLVED, that the Board of Education approves the public minutes of the September 4, 2018 Board Meeting.

V. Correspondence and Information

HIB Information

Total # of Investigations:

0

Total # of Determined Bullying Incidents:

0

VI. President's Remarks – Mr. David Brezee

- VII. Superintendent's Remarks – Dr. Matthew Mingle
- VIII. Presentation
- IX. Discussion
 - Policy 0155 - Board Committees
- 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 4, 2018.

A.2. Alternative Physical Education Program

RESOLVED, that the Board of Education approves the alternative physical education program for Student # 4782732553 for the period of September 18, 2018 through on or about June 30, 2019.

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 2018 in the amount of \$3,411,818.25.

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 August, 2018;

WHEREAS, this report shows the following balances on August 31, 2018:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$8,025,247.06		\$1,001,355.68

(11) Current Expense		\$1,800,513.58	
(12) Capital Outlay		\$139,347.17	
(13) Special Schools		\$929.19	
(20) Special Revenue Fund	(\$26,442.90)	\$46,760.57	\$0.00
(30) Capital Projects Fund	\$0.00	\$0.00	\$0.00
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$7,998,804.16	\$1,987,550.51	\$1,001,355.68

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 Month of August 2018

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 3160:

	TO:		FROM:		
1.	11-000-223-500-050-08-00	Staff Training - Other Purch. Svcs.-WS	11-000-223-580-050-08-00	Workshops & Travel - SPS - WS	\$350
2.	11-000-263-420-00-09-00	Grounds - Repairs & Maintenance Svcs	11-000-262-622-033-09-07	Electricity - MS	\$4,000
3.	11-000-263-420-00-09-00	Grounds - Repairs & Maintenance Svcs	11-000-262-622-040-09-05	Electricity - ALT	\$6,000
4.	11-000-263-420-00-09-00	Grounds - Repairs & Maintenance Svcs	11-000-262-622-050-09-06	Electricity - WS	\$6,000
5.	11-000-270-580-000-10-00	Workshops & Travel - Transportation	11-000-270-593-000-10-00	Misc. Purchased Svcs - Transportation	\$500
6.	11-000-270-800-000-10-00	Transportation - Other	11-000-270-610-000-10-00	Transportation - General Supplies	\$1,000
7.	13-422-100-106-035-00-00	Summer Fun-Paras - Enrichment	13-422-100-101-035-00-00	Summer Fun - Teachers - Enrichment	272
8.	13-422-100-106-035-00-00	Summer Fun-Paras - Enrichment	13-422-100-101-035-00-01	Summer Fun - Teachers - Remedial	347
9.	13-422-100-106-035-00-00	Summer Fun-Paras - Enrichment	13-422-100-101-035-00-03	Summer Fun- Teachers-Ext. Day	\$2,855
10.	13-422-100-106-035-00-01	Summer Fun - Paras - Remedial	11-000-291-290-000-00-01	Medical Return	\$4,116
11.	13-422-100-106-035-00-01	Summer Fun - Paras - Remedial	13-422-100-101-035-00-01	Summer Fun - Teachers - Remedial	\$628
12.	13-422-100-106-035-00-01	Summer Fun - Paras - Remedial	13-422-100-101-035-00-05	Summer Fun - Admin & Nurse	\$92
13.	13-422-100-106-035-00-02	Summer Fun - Paras - ESY MHS	13-422-100-101-035-00-03	Summer Fun-Teachers-Ext. Day	\$415
14.	13-422-100-106-035-00-03	Summer Fun - Paras - Extended Day	13-422-100-101-035-00-05	Summer Fun - Admin & Nurse	\$742
15.	13-422-100-106-035-00-04	Summer Fun - Paras - Aftercare	13-422-100-101-035-00-05	Summer Fun - Admin & Nurse	\$539

B.4. 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
George Villar	MS	NJASCD Educating the Whole Child	Monroe Township	Sep 2018	\$153
Maria Mensinger	MS	Understanding the new HIB Regulations	Mahwah	Oct 2018	\$160
Linnea Middleton	MH	Picture Exchange Communication System - Level 1 Training	New Brunswick	Sep 2018	\$418

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. Donation Acceptance - Bioridge Pharma
RESOLVED, that the Board of Education accepts, with gratitude, a donation of 10 EpiPen packages from BioRidge Pharmaceutical, at an approximate value of \$7,300. EpiPens to be distributed to all 5 Warren Township School District schools.
- B.6. Transportation Contracts for Out-of-District Students
RESOLVED, that the Board of Education approves a transportation contract for the transportation of students for the 2018-2019 School Year as follows:

Host District	Joining District	Destination	Cost
Warren	Watchung Hills Regional High School	Watchung Hills Regional High School (WH-4)	\$7,610.00

- B.7. Transportation for Out-of-District Student
RESOLVED, that the Board of Education approves the transportation contract with Bridgewater Raritan Regional School District for 2018-2019 School year transportation for out-of-district student as follows:

Host District	Student ID#	School	Cost
Bridgewater Raritan Regional School District	6894416342	Hunterdon Preparatory	\$7,853.40

C. Personnel/Student Services

- C.1. Personnel and Negotiations Committee Goal - 2018-2019
RESOLVED, that the Board of Education approves the following goal for the Personnel and Negotiations Committee for the 2018-2019 school year:
- Review and advise on Superintendent recommendations for adjustments to nonaligned staff salaries.

- 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:
- a. Diane Musmanno
- C.3. Family Leave Request
- a. Employee #2053 for leave (paid according to legal and contractual entitlement), under FMLA, from September 4, 2018 through on or about November 5, 2018.
 - b. Employee #3282 for leave (unpaid, with benefits), from August 13, 2018 through on or about October 8, 2018. (This motion supersedes previous motion from September 4, 2018 agenda.)
- C.4. After School Activities/Clubs
RESOLVED, that the Board of Education approves the following:
- a. Christina Beekman as Photography Club Advisor at Woodland School for 15 sessions, at a cost of \$735.
 - b. Hayley Scuderi and Alexa Barber as Little Feet Walking Club Advisors at Woodland School for 15 sessions, at a total cost of \$735.
- C.5. Long Term Substitutes
RESOLVED, that the Board of Education approves James Zilinski as a Long Term Substitute, effective September 11, 2018 through on or about November 5, 2018. (Mr. Zilinski will be LTS for employee #2053.)
- C.6. Job Description
RESOLVED, that the Board of Education approves the following revised job description:
- a. Assistant Principal/Dean of Students
- C.7. Transfer/Change in Assignment
RESOLVED, that the Board of Education approves the transfer/change in assignment of the following district staff:
- a. Lisa Carlson, from 0.6FTE English Language Arts ASAP Teacher and 0.4FTE Special Education Teacher, Warren Middle School, to 1.0FTE English Language Arts ASAP Teacher, Warren Middle School, with no change in salary, effective September 1, 2018 through June 30, 2019.
- C.8. Approval to Abolish Position
RESOLVED, that the Board of Education hereby approves abolishing the following position:

Location	Position	Full-Time Equivalent
Warren Middle School	Special Education Teacher	0.40
Warren Middle School	English Language Arts ASAP Teacher	0.60

- C.9. Approval to Create Position
RESOLVED, that the Board of Education hereby approves creating the following positions:

Location	Position	Full-Time Equivalent
Warren Middle School	English Language Arts ASAP Teacher	1.00

Warren Middle School	Health and Physical Education Teacher	0.40
Mt. Horeb School	1:1 Paraprofessional	1.00

C.10. Retirement/Resignation

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

- a. Nicholas Bayachek, Club Advisor, Fitness Club at Woodland School, for the purpose of resignation, effective September 6, 2018.
- b. Nicholas Bayachek, Club Advisor, Floor Hockey at Woodland School, for the purpose of resignation, effective September 6, 2018.
- c. Hannah Nizri, Club Advisor, Fitness Club at Woodland School, for the purpose of resignation, effective September 6, 2018.
- d. Frederick Quinlan, Skilled Maintenance Worker, Warren Township Schools, for the purpose of retirement, with appreciation for his 17 years of service to the Warren Township students, effective September 30, 2018.

C.11. Crisis Prevention Intervention (CPI) Building Teams

RESOLVED, that the Board of Education approves the following staff as CPI 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 CPI training. For a total cost not to exceed \$6,000.00.

Ashley Allegra	Linnea Middleton
Ashley Dendy	Kathryn Miller
Alexa Dilorio	Alexandra Pranzo
Dawn Gauvin	Sara von Bartheld
Meryl Lettire	Kristyn Westcott
Maria Mensinger	Linda Yu

D. Policy

D.1. Policies – First Reading

RESOLVED, that the Board of Education approves the first reading of the following policies:

- a. 1550 - Equal Employment/Anti-Discrimination Practices (Revision)
- b. 1613 - Disclosure and Review of Applicant's Employment History (New)
- c. 7700 - Flag (New)

XIII. Unfinished Business

XIV. New Business

- Superintendent Evaluation Tool

XV. Public Commentary (any topic)

XVI. 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