

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* September 3, 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.

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. Presentations

- New Staff Introductions - Dr. Matthew Mingle
- Summer Projects - Mr. Michael Pate

IX. Discussion

- Board Meeting Recordings

- 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 August 19, 2019.

A.2. Fieldwork Site

RESOLVED, that the Board of Education approves a Clinical Affiliation Agreement with Raritan Valley Community College for the 2019-2020 school year to secure Warren Township Schools as a fieldwork site to provide supervised clinical educational experiences in the field of occupational therapy.

A.3. Curriculum Guides

RESOLVED, that the Board of Education approves the following new and revised curriculum guides:

1. K-8 Vocal Music
2. 4-8 Instrumental Music
3. K-8 Art
4. Dance/Theatre Arts
5. Social Studies: K-5
6. Social Studies: 6-8
7. World Language: Gr. 8
8. French Readiness: Gr. 7
9. Information Literacy: Gr. 6
10. Health Gr. 6-8

A.4. District Goals

RESOLVED, that the Board of Education approves the District Goals for the 2019-2020 school year as follows:

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

A.5. Board Goals

RESOLVED, that the Board of Education approves the Board Goals for the 2019-2020 school year as follows:

1. Negotiate successor collective bargaining agreements with the WTAA and WTEA.
2. Adopt a five-year capital improvement plan.
3. Adopt a strategic plan.

B. Finance/Operations/Transportation

B.1. Board Secretary's Report - UPDATED Final June 2019

WHEREAS, the Board of Education has received the report of the secretary for the month of June, 2019

WHEREAS, this report shows the following balances on June 30, 2019

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$8,435,721.60		\$1,063,861.93
(10) General Current Expense		\$9,213.00	
(11) Current Expense		\$1,365,066.44	
(12) Capital Outlay		\$107,540.74	
(13) Special Schools		\$92.19	
(20) Special Revenue Fund	\$57,879.54	\$19,514.13	\$0.00
(30) Capital Projects Fund	\$0.00	\$14,047.52	(\$1,763,502.48)
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00

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.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
Catherine Lazas	MS	International Dyslexia Association Fall Conference	Somerset	Oct 2019	\$235
Jessica Nathan	CS	New Jersey Science Convention	Princeton	Oct 2019	\$199
Maria Mensinger	MS	Annual Conference for Middle Level Education	Nashville, TN	Nov 2019	\$1,820
Lindsay Sheffrin	ALT	New Jersey Branch International Dyslexia Association Fall Conference	Somerset	Oct 2019	\$195
Patricia Leonhardt	BOE	Certified School Risk Manager Program	Online	Oct 2019	\$805

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. Transportation Contracts for Out-of-District Students  
RESOLVED, that the Board of Education approves transportation contracts for the transportation of students for the 2019-2020 School Year as follows:

Host	Joining District	Destination	Revenue
Warren	Somerset Hills Learning Institute	SHL1	\$13,725.00

- B.4. Purchasing Approval  
RESOLVED, that the Board of Education hereby approves the following annual Cooperative purchasing:
- Atra Janitorial Supply Co, through Ed Data Services Bid #8847 for assorted janitorial supplies, at an amount not to exceed \$160,000.
  - School Specialty Products, through NJ State Contract T0114 for Library and School Supplies, at an amount not to exceed \$160,000.

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	Discussion
Eileen Sebor	1:1 Paraprofessional 32.5 hours 08-33-08/bim	MS	N/A	2	\$25,924	8/28/2019 - 6/30/2020	Replacing employee #3283

C.2. Substitutes

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

Name
Laurie Steen (Nurse)
Sara von Bartheld
Jennifer Armao

C.3. Movement on the Guide

RESOLVED, that the Board of Education approves the following staff for amended placements on the 2019-2020 salary guide:

Name	From	To	Effective
Erica Pawlo	MA+45	Doctorate in Psychology	09/01/2019
Anna Rizzo	MA+30	MA+45	09/01/2019
Lisa Lontai	MA+30	MA+45	09/01/2019
Mary Ellen Weaver	MA+15	MA+45	09/01/2019
Jacqueline Fattell	MA+15	MA+30	09/01/2019
Vivien Plesmid	MA+15	MA+30	09/01/2019
Dannine Albanese	MA+15	MA+30	09/01/2019
Peter Kassalow	MA+15	MA+30	09/01/2019
Rebecca Sutherland	MA	MA+30	09/01/2019
Ali Steffner	MA	MA+15	09/01/2019

Lindsay Rosenberg	MA	MA+15	09/01/2019
Jessica Halpern	MA	MA+15	09/01/2019
Kelly Backus	BA+15	MA	09/01/2019
Martha Mendez	BA	BA+15	09/01/2019
Danielle Buzby	BA	BA+15	09/01/2019

C.4. Employee Discipline  
RESOLVED, the Board of Education approves the suspension, without pay, of Employee #3137 for August 22 (half day), 23 and 26, 2019.

C.5. Long Term Substitute  
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee #
Judy Maddalone	9/3/2019 - 10/8/2019	#2280
Maryanne DuBois	9/3/2019 - on or about 10/18/2019	#3207

C.6. Salary Adjustment  
RESOLVED, that the Board of Education approves the salary adjustment for the 2019-2020 School year, effective August 28, 2019.

Name	From	To
Mary Russo	1:1 Paraprofessional, 32.5 hrs, step 25 MTH, 08-35-08/bfy \$31,370	1:1 Paraprofessional, 32.5 hrs, step 25, MTH, 08-35-08/bfy \$33,984
Marybeth Henry	Paraprofessional 1:1, 32.5 hrs - with stipend 08-30-08/bfq CS	\$29,820 11-12

C.7. Transfer/Change in Assignment  
RESOLVED, that the Board of Education approves the transfer/change in assignment of the following district staff:

Name	From	To
Cheryl Kallio	Classroom Paraprofessional, 32.5 hrs MS 08-33-08/bio	1:1 Paraprofessional 32.5 hrs MS 08-33-08/biy

C.8. Leave Request  
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#1532	FMLA - 9/13/2019 - 12/13/2019 (paid)

C.9. Custodial Substitute

RESOLVED, that the Board of Education approves the following as a Substitute Custodian for the 2019-2020 school year at the approved substitute custodian pay rate.

Name
Laura Lamson
Keith LaBadie
Kevin Benjamin

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:

material the disclosure of which constitutes an unwarranted invasion of individual privacy and specific prospective or current employees unless all who could be adversely affected request an open session

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

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