

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * September 6, 2016 * 7:00 PM

Warren Middle School

- I. Call to Order and Statement of Presiding Officer Tia Allocco, 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 5, 2016. 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
 - PA, CC, LD, LD, AF, KH, JS, JS, CA
- IV. Presentation
- V. Minutes
 - RESOLVED, that the Board of Education approves the public session minutes of the August 22, 2016 Board Meeting.
- VI. Correspondence and Information
 - HIB Information

Total # of Investigations:	Total # of Determined Bullying Incidents:
0	0
- VII. President's Remarks – Tia Allocco
- VIII. Superintendent's Remarks – Matthew Mingle
- IX. Committee Reports
- X. Discussion
 - Board discussion of norms for Board Goal #3.
- XI. Public Commentary (including opportunity to speak about items for Board Consideration/Action)

Note on public input at BOE meetings: Board Policy #9322, adopted on April 14, 2008, provides for and encourages 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 and place of residence;
2. Each statement made by a participant shall be limited to three minutes' duration (limit may be adjusted at the discretion of the presiding officer as circumstances dictate);
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; and
4. All statements shall be directed to the presiding officer—no participant may address or question Board members individually.

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 approves the HIB Report submitted by the Superintendent for the period ending on September 1, 2016.

B. Finance/Operations/Transportation

B.1. Board Secretary's and Treasurer's Report - June 2016 (Final)

WHEREAS, the Board of Education has received the report of the secretary for the month of June, 2016 (final),

WHEREAS, this report shows the following balances on June 30, 2016

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$6,506,922.85		\$973,637.24
(11) Current Expense		\$1,362,842.81	
(12) Capital Outlay		\$7,229.25	
(13) Special Schools		\$128.16	
(20) Special Revenue Fund	\$0.00	\$18,841.25	\$0.00
(30) Capital Projects Fund	\$90,299.87	\$71,375.36	\$223,889.55
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$6,597,222.72	\$1,460,416.83	\$1,197,526.79

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. Board Secretary's and Treasurer's Report - July 2016

WHEREAS, the Board of Education has received the report of the secretary for the month of July, 2016,

WHEREAS, this report shows the following balances on July 31, 2016

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$6,650,674.96		\$973,637.24
(11) Current Expense		\$2,521,021.41	
(12) Capital Outlay		\$89,700.00	
(13) Special Schools		\$490.78	
(20) Special Revenue Fund	\$16,419.25	\$103,566.71	\$0.00
(30) Capital Projects Fund	\$81,127.62	\$0.00	\$223,889.55
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL	\$6,748,221.83	\$2,714,778.90	\$1,197,526.79

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 June 2016 - Additional

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.	12-000-240-730-06-00	School Admin. Equipment - WD	11-000-217-320-08-00	Extraordinary Svcs. - Prof. Svc.	\$19,390

B.4. Budget Transfers for Month of July 2016

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.	11-000-266-100-00-00	Salaries - Security	11-000-266-300-09-00	Security - Purch. Technical Svcs.	\$24,000
2.	11-000-266-610-00-00	Security - Supplies - District	11-000-262-622-00-07	Electricity - Middle School	\$14,160
3.	11-190-100-500-07-00	Other Purchased Services - MS	11-190-100-610-07-10	Instructional Supplies - Middle	\$4,100
4.	11-190-100-640-07-00	Textbooks - Middle School	11-190-100-610-07-10	Instructional Supplies - Middle	\$2,000
5.	11-213-100-610-08-00	Resource Center - Supplies	11-213-100-500-08-00	Resource Center - Purch. Svcs.	\$20,360

6.	13-422-100-101-00-05	Summer Fun - Admin. & Nurse	11-000-262-622-00-06	Electricity - Woodland	\$11,539
7.	13-422-100-101-00-05	Summer Fun - Admin. & Nurse	13-422-100-101-00-00	Sum Fun - Teachers - Enrichment	\$1,500
8.	13-422-100-101-00-05	Summer Fun - Admin. & Nurse	13-422-100-106-00-00	Sum Fun - Paras - Enrichment	\$4,241
9.	13-422-100-500-00-00	Summer Fun-Other Purch. Svcs.	13-422-100-420-00-00	Sum Fun - Purchased Services	\$360
10.	13-422-100-610-00-00	Summer Fun - Supplies	11-000-262-622-00-06	Electricity - Woodland	\$1,400

B.5. 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
Stacey Hann-Modugno	MS	Strategies & Structures for Teaching Reading	New Providence	Dec 2016	\$185
Marilyn Brown	WS	Conquer Math	Pompton Plains	Nov and Dec 2016, Jan 2017	\$473
Mary Balkonis	ALT	Conquer Math	Pompton Plains	Nov and Dec 2016, Jan 2017	\$472
Lisa Lukko	MHS	Conquer Math	Pompton Plains	Nov 2016, Feb 2017	\$441
Sheri DeShields	CS	Conquer Math	Pompton Plains	Nov 2016, Feb 2017	\$481
Candie Hengemuhle	District	NJ Tiered System of Supports	Monroe	Oct and Dec 2016, Jan 2017	\$185
Shannon Sharkey	District	Intro to High Quality Preschool	Sparta	Sept, Oct, Nov 2016	\$525

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. Donation - 16 Handles

RESOLVED, that the Board of Education accepts, with gratitude, a donation of gift cards totaling \$500 which were used for the staff appreciation events on September 1 and 2, 2016.

C. Personnel/Student Services

C.1. Employment for the 2016-2017 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 2016-2017 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.”

- a. Janine Young, Grade 1 Teacher, Angelo L. Tomaso School, BA Step 1 of the 2016-2017 salary guide, \$57,020, effective September 1, 2016 through June 30, 2017.
- b. Kelley Kappus, Kindergarten Teacher, Angelo L. Tomaso School, MA, Step 2 of the 2016-2017 salary guide, \$63,668, effective September 1, 2016 (or when released from current district) through June 30, 2017.
- c. Leslie Mupo, transfer from Classroom Paraprofessional, 32.5 hours, to Preschool Paraprofessional, 30 hours, Mt. Horeb School, Step 12-13 of the 2016-2017 salary guide, \$21,715, effective September 1, 2016 through June 30, 2017.
- d. Mary Russo, Classroom Paraprofessional, Mt. Horeb School, 32.5 hours, Step 22 of the 2016-2017 salary guide, \$28,909, effective September 1, 2016 through June 30, 2017.
- e. JoAnn Palumbo, 0.6 World Language Teacher, Mt. Horeb School, BA, Step 10-11 of the 2016-2017 salary guide, \$37,044, effective September 1, 2016 through June 30, 2017.
- f. William Fratto, Classroom Paraprofessional, Angelo L. Tomaso School, 32.5 hours, Step 1 of the 2016-2017 salary guide, \$21,336, effective September 1, 2016 through June 30, 2017.
- g. Emily Puhak, Special Education Teacher, Warren Middle School, BA+15, Step 1 of the 2016-2017 salary guide, \$59,871, effective September 1, 2016 through June 30, 2017.

C.2. Substitute Teacher

RESOLVED, that the Board of Education approves the following to be appointed as substitute teacher for the 2016-2017 school year:

- a. Emily Grejda

C.3. Movement on the Guide

RESOLVED, that the Board of Education approves the following staff for amended placements on the 2016-2017 salary guide:

- a. Kristen Boni, with congratulations, for movement from MA to MA+15, effective September 1, 2016.

C.4. Leave Request

RESOLVED, that the Board of Education approves the following:

- a. Employee #1272 for leave (unpaid according to legal and contractual entitlement), from September 12, 2016 through September 30, 2016.

C.5. Long Term Substitute Teachers

RESOLVED, that the Board of Education approves the following as Long Term Substitute Teacher:

- a. Lois Wagner, effective September 1, 2016 through on or about October 19, 2016. (Mrs. Wagner will be LTS for Employee #0714.)
- b. Judy Maddalone, effective September 1, 2016 through on or about October 15, 2016. (Mrs. Maddalone will be LTS for Employee #1087.)

- c. Heather Debnarik, effective September 1, 2016 through on or about October 14, 2016. (Mrs. Debnarik will be LTS for Employee #0611.)

C.6. Long Term Substitute Paraprofessional
RESOLVED, that the Board of Education approves the following as Long Term Substitute Paraprofessional:

- a. Linda Hatcher, effective September 1, 2016 through on or about October 4, 2016. (Mrs. Hatcher will be LTS for Employee #1462.)

C.7. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

- a. Barbara LaSaracina, Grade 6 Teacher, Warren Middle School, for the purpose of retirement, with appreciation for her 18 years of service to the Warren Township students, effective January 1, 2017.
- b. Estelle Raucci, Custodian, Warren Middle School, for the purpose of retirement, with appreciation for her 11 years of service to the Warren Township staff and students, effective September 1, 2016.

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary

XVI. Adjourn