

**WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT BOARD OF  
EDUCATION ANNUAL REORGANIZATION MEETING MINUTES  
JULY 5, 2017 - 5:00 P.M.**

The regular meeting of the Warren County Special Services School District Board of Education was called to order at 5:00 p.m. by Interim Board Secretary, Julie Mumaw.

Notification of the meeting was given in accordance with the requirement of the New Jersey Open Public Meeting Act, Ch. 231, P.L. 1975 and sent to The Daily Record and the Star Ledger and the Administrator/Clerk of the Board of the County of Warren.

Those present saluted the flag and observed a moment of silence in honor of those serving in the military.

**ROLL CALL**

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Members Present: Mr. Joseph Delesky, Mr. Robert Hopek, Ms. Mary Jane Deutsch, Ms. Kathi Howell, Ms. Kim Reitmeyer, Mr. William Spencer

Members Absent: Dr. Rosalie Lamonte

Administration Present: Mr. Joseph Flynn, Superintendent and Ms. Julie Mumaw, Interim Business Administrator/Board Secretary

Julie Mumaw opened the nominations for the Office of President of the Warren County Special Services School District Board of Education.

Mr. Spencer nominated Mr. Delesky, seconded by Ms. Howell for the Office of President. Ms. Mumaw asked to close nominations.

Motion by Ms. Howell, second by Ms. Deutsch, to elect Mr. Delesky to the office of President of the Warren County Special Services School District Board of Education.

The motion carried by Unanimous Voice Vote

Ms. Mumaw turned the meeting over to the newly elected President, Mr. Joseph Delesky.

Mr. Delesky opened nominations for the office of Vice-President of the Warren County Special Services School District Board of Education.

Ms. Deutsch nominated and Mr. Hopek seconded, Mr. Spencer for the Office of Vice-President of the Warren County Special Services School District Board of Education. Mr. Delesky asked to close nominations.

Motion by Ms. Deutsch, second by Ms. Howell to elect Mr. Spencer to the office of Vice President.

The motion carried by Unanimous Voice Vote

## **COMMUNICATIONS AND ATTACHMENTS**

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1. New Jersey School Board Member Code of Ethics – The Board read and discussed the NJSBA Member Code of Ethics.
2. 2017-2018 District Calendar.
3. Oath of Office – Reappointing to the Warren County Special Services School District Board of Education:  
Ms. Kathi Howell – term to expire June 30, 2020.  
Ms. Mary Jane Deutsch – term to expire June 30, 2020.

Motion by Ms. Reitmeyer, second by Mr. Hopek for the Board to approve the following items 7 – 37:

7. RESOLVED, to meet on the third Tuesday of each month at 6:00 p.m. at the Warren County Department of Education Office.

July 25, 2017  
August 29, 2017  
September 26, 2017  
October 17, 2017  
November 28, 2017  
December 19, 2017  
January 30, 2018  
February 27, 2018  
March 27, 2018  
April 24, 2018  
May 29, 2018  
June 19, 2018  
July 2, 2018 (Reorganization on a Monday)

8. RESOLVED, to re-appoint Florio, Perrucci, Steinhart & Fader, L.L.C. as Legal Counsel for the 2017-2018 School-year, on an as needed basis, at a rate of \$145 per hour.
9. RESOLVED, to re-appoint Brown & Brown Insurance Broker for the 2017-2018 school-year.
10. RESOLVED, to appoint Anthony Ardito, LLC. for services in regard to annual audit of the books and records of the Secretary and Treasurer of School Moneys for the fiscal year ended June 30, 2017 at a cost of approximately \$15,000.
11. RESOLVED, that The Star Ledger is hereby designated as the official newspaper and the Daily Record as the alternate official newspaper in which shall be published all advertisements and notices required by law to be published on behalf of the Warren County Special Services School Board of Education.
12. RESOLVED, to re-appoint Integrity Consulting Group broker of record for employee benefits for the 2017-2018 school-year.
13. RESOLVED, to re-appoint Dr. Victor Rodriguez, M.D. as School Physician for the 2017-2018 school-year with a retainer of \$1,325.
14. RESOLVED, to appoint Mr. Jim Schlessinger as PT (shared) Business Administrator/Board Secretary for the 2017-2018 School-year.
15. RESOLVED, to appoint Mrs. Julie Mumaw as School Accountant for the 2017-2018 school year at a rate of \$50/hour on an as needed basis.

- 16. RESOLVED, for the renewal of the bond for the Business Administrator/Board Secretary as determined by percentage of gross budget.
- 17. RESOLVED, to re-adopt the existing curriculum which supports student achievement of the New Jersey Core Curriculum Content Standards (NJCCCS) in every program for all students in Visual and Performing Arts; Comprehensive Health and Physical Education; Language Arts Literacy; Mathematics; Science; Social Studies; World Languages; Technology; and Career Education and Consumer, Family and Life Skills.
- 18. RESOLVED, to continue using PNC Bank as Depository for the 2017-2018 School year for the following accounts: General, Payroll, Payroll Agency, Summer Payroll Account, and In-service (County-Wide Professional Development).
- 19. RESOLVED, to approve required signatures for accounts as follows:

ACCOUNT	SIGNATURES REQUIRED
General	(3 signatures) President or Vice President, Superintendent, Board Secretary
Payroll	(2 signatures) President and Board Secretary
Summer Payroll	(2signatures) President and Board Secretary
Payroll Agency	(1 signature) President or Board Secretary
Student Activity	(2 signatures) Superintendent or President, Board Secretary
In-service	(2 signatures) Superintendent or President, Board Secretary

- 20. RESOLVED, to approve the appointment of the following committees:  
  
 Business & Finance, Facilities, Transportation – Mr. Hopek, Mr. Delesky  
 Policy, Personnel, Curriculum – Ms. Deutsch, Ms. Howell, Ms. Reitmeyer
- 21. RESOLVED, to appoint the following board members to represent the Board of Education:  
 State School Board's Assn. Rep. - Mr. Joseph Delesky  
 County School Board's Assn. Rep. – Mr. William Spencer  
 Liaison, Advisory Committee – Mr. Raub Hopek  
 Legislative Representative – Ms. Mary Jane Deutsch
- 22. RESOLVED, for approval to continue current Board Policies.
- 23. RESOLVED, for approval for authorization of Superintendent and Business Administrator to implement the 2017-2018 budget.
- 24. RESOLVED, to re-appoint Mr. Joseph Flynn as Affirmative Action Officer (AAO) and 504 Officer.
- 25. RESOLVED, to authorize the AAO (Affirmative Action Officer) to conduct yearly equity training for all staff.
- 26. RESOLVED, to approve the following individuals to serve on the Affirmative Action Team: Mr. Joseph Flynn, Ms. Stephanie O'Keefe, and Ms. Diane Kasharian.
- 27. RESOLVED, to authorize the Affirmative Action Team to conduct a survey for the development of the 2017-2018 Comprehensive Equity Plan.
- 28. RESOLVED, to appoint Mr. Jim Schlessinger as Right-To-Know and AHERA Officer.
- 29. RESOLVED, to appoint Ms. Kim Amin as OPRA (Open Public Records Act) Officer.
- 30. RESOLVED, to approve Mr. Jim Schlessinger as Purchasing Agent.

31. RESOLVED, to approve Mr. John Malanga (JDM Group) as a computer technology consultant for the 2017-2018 school year as per the terms outlined in the professional service agreement and attached to these minutes.
32. RESOLVED, to approve the following Tax Shelter Companies:  
     AXA Equitable  
     First Investors  
     Prudential Retirement
33. RESOLVED, to approve the following Disability Company: Prudential Insurance Company of America
34. RESOLVED, to approve the 2017 – 2018 District Calendar
35. RESOLVED, to appoint Nancy DeRiso as Treasurer of School Monies for a stipend of \$3,000 for the 2017-2018 school year.
36. RESOLVED, to approve the Resolution to renew the membership to the New Jersey Schools Insurance Group Educational Risk & Insurance Consortium – West for the 2017-2018 school year.
37. RESOLVED, to approve the following individuals for the 2017-2018 school year as an Aide  
     John Apice  
     Diane Bramel  
     Stacy Roles  
     Charles Grisham  
     Susan Tavaréz  
     Marty McKernan  
     Geri Donaghy  
     Patricia Horezpa

**UNANIMOUS VOICE VOTE: 6 – YES. MOTION CARRIED.**

**REGULAR MEETING ITEMS**

**APPROVAL OF BOARD MINUTES**

Motion by Mr. Hopek, seconded by Ms. Deutsch, to approve the following motion:

1. Motion to approve the June 13, 2017 minutes of the Board of Education regular Meeting.
2. Motion to approve the June 13, 2017 minutes of the Executive Session meeting (The minutes of this closed session to be made public when the confidentiality no longer exists)

**VOICE VOTE: 6 – YES. MOTION CARRIED.**

Approval of Check Register(s)

Motion by Mr. Spencer, seconded by Ms. Deutsch, to approve the following motion:

BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator approves the June 30, 2017 bill list in the amount of \$ 881,756.67.

Voice Vote: 5 – Yes. Mr. Delesky abstained from approving check 17572. Motion carried.

Motion to approve the Reduction in Force of Kristian Nachbaur due to combination of classes in the 2017-2018 school year.

Voice Vote: 6 – Yes. Motion carried.

**ADJOURNMENT**

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Motion by Mr. Spencer, seconded by Ms. Reitmeyer, to adjourn the meeting at 5:30 p.m.

VOICE VOTE: 6 – YES. MOTION CARRIED.

RESPECTFULLY SUBMITTED,

  
JULIE MUMAW  
INTERIM SCHOOL BOARD SECRETARY

THE WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. THE DISTRICT'S EMPLOYMENT PRACTICES DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, RELIGION, SEX, ANCESTRY, NATIONAL/ETHNIC ORIGIN, SOCIAL/ECONOMIC STATUS OR THE BASIS OF AN APPLICANT'S STATUS AS A HANDICAPPED PERSON, AS IS REQUIRED BY TITLE IX OF THE EDUCATIONAL AMENDMENTS OF 1972, N.J.A.C. 6.4-1.1 AND THE REHABILITATION ACT OF 1973. INQUIRIES REGARDING COMPLIANCE MAY BE DIRECTED TO THE SUPERINTENDENT OR AFFIRMATIVE ACTION OFFICER AT (908) 223-7275.