

# WCSSSD *Warren County Special Services School District*

**BOARD OF EDUCATION  
MINUTES  
AUGUST 28, 2018  
6:00 P.M.**

**A. CALL TO ORDER**

President Delesky opened the meeting with the Call to Order at 6:00 PM and read the opening statement:

In accordance with the provisions of the New Jersey Open Public Meeting Law, public notice of this meeting has been given by the Superintendent of Schools by posting written notice to the Daily Record and the Star Ledger and through filing written notice with the Administrator/Clerk of the Board of the County of Warren.

Flag Salute - Moment of Silence in honor of those serving in the military.

**B. ROLL CALL**

**Present:** Mr. Joseph Delesky, Ms. Kathi Howell, Ms. Kim Reitmeyer Mr. William Spencer

**Absent:** Ms. Mary Jane Deutsch, Mr. Raub Hopek, Dr. Rosalie Lamonte

**Also Present:** Mr. Joseph Flynn, Superintendent and Mr. Jim Schlessinger, Business Administrator/Board Secretary

**C. APPROVAL OF BOARD MINUTES**

Mr. Spencer made a motion, seconded by Ms. Howell to approve the following:

1. Motion to approve the minutes of the Board of Education regular meeting
2. Motion to approve the minutes of the Executive Session meeting  
(The minutes of this closed session to be made public when the need for confidentiality no longer exists)
3. Motion to approve the minutes of the Board of Education Reorganization meeting.

Motion carried in a unanimous voice vote.

**D. SUPERINTENDENT'S REPORT**

1. Policy
  - a. Policy Alert 216 for first reading
2. Public Relations
  - a. Reached out to Ed Smith, we will be meeting with the County Superintendent and County BA with Jim and I mid-September
3. Professional Development
  - a. Bus Drivers Meeting was held on August 23<sup>rd</sup> to start the school year.
4. Programs/Facilities
  - a. NONE
5. Personnel (Executive Session if needed)
6. Negotiations (Executive Session if needed)

**E. COMMUNICATIONS AND ATTACHMENTS**

NONE

**F. OLD BUSINESS**

**G. COMMITTEE REPORT/RECOMMENDATIONS**

Education Committee:            Ms. Deutsch, Ms. Howell, Ms. Reitmeyer  
Curriculum  
Personnel  
Policy

Operations Committee:        Mr. Delesky, Mr. Spencer, Mr. Hopek  
Business/Finance  
Facilities  
Transportation

Ad Hoc Committee: (Topics/Issues other than above as appointed by Board President)  
Negotiations -            To Be Determined

Note: Board President to be contacted if committee member is unable to attend.

**H. FINANCE REPORT**

Ms. Reitmeyer made a motion, seconded by Mr. Spencer, to approve the following resolutions:

1. Approval of Check Register(s)

BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator approves the July 1, 2018 – August 25, 2018 bill list in the amount of \$556,505.83.

2. Approval of Financial Reports

BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator approves the Board Secretary and Treasurer Reports for the month ending June 30, 2018.

3. Acceptance of Financial Reports Certification

BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator accepts the certification of the Board Secretary, and certifies: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of June 30, 2018, no major account or fund has been over-expended and that sufficient funds exist to meet the district's financial obligations for the remainder of the 2018-2019 school year.

4. Transfer of Funds

BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator, approves the transfer of uncommitted funds within the 2018-2019 school year budget.

5. RESOLVED, to renew membership in the New Jersey Schools Insurance Group Educational Risk & Insurance Consortium – West for the 2018-2019 School Year.

Motion carried in a unanimous voice vote.

**I. STATISTICAL REPORT**

N/A

**J. PERSONNEL RECOMMENDATIONS**

Ms. Howell made a motion, seconded by Ms. Reitmeyer, to approve the following resolution:

1. RESOLVED, to approve Ms. Loren Meshulam, Speech Therapist as an Independent Contractor contracted for a cost of \$80.00 per hour, evaluations \$250.00 per eval. September 1, 2018 to June 30, 2019.

Motion carried in a unanimous voice vote.

**K. PROFESSIONAL DEVELOPMENT**

NONE

**L. CLASSROOM FIELD TRIPS**

N/A

**M. MISCELLANEOUS RECOMMENDATIONS**

Mr. Spencer made a motion, seconded by Ms. Reitmeyer, to approve the following resolutions:

1. RESOLVED, to approve first reading P & R 1613 Disclosure and Review of Applicant's Employment History (M) (New)
2. RESOLVED, to approve first reading P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
3. RESOLVED, to approve first reading P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
4. BE IT RESOLVED, for the Board of Education to suspend the rules of Bylaw 0131 requiring two Board readings to adopt a Policy and adopt Policy 5512 – Harassment, Intimidation, and Bullying with one reading to have this Policy effective for September 1, 2018. P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised) R 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M) (Abolished)
5. RESOLVED, to approve the following salary increases effective July 1, 2018
  - Sue Bell - \$29,150.00
  - Janet Cunningham - \$31,100.00
  - Stephanie O'Keefe - \$89,849.00
6. RESOLVED, to approve the purchase of a used 2007 Blue Bird 54 passenger bus from Allamuchy Township School District, with a value as determined by American Coach of \$7,500 - \$10,000, for a price of \$8,200.00. Sale is pending a successful inspection and registration.

Motion carried in a unanimous voice vote.

**N. TRANSPORTATION RECOMMENDATIONS**

Mr. Spencer made a motion, seconded by Ms. Reitmeyer, to approve the following resolutions:

1. RESOLVED, to approve a coordinated Transportation Agreement between the WCSSSD and the following school districts for the 2018-2019 school year:
  - a. Jersey City Public Schools Board of Education

2. RESOLVED, to approve a transportation contract renewal with Brad & Kim Dalrymple, Inc., Phillipsburg Terminal for the 2018-2019 School Year as follows:

Board of Education of: WCSSSD		Multi-Contract or Route #: GRN PHS 1-8S		Bid Number: 2016 17 1		Renewal Number: 2		Contract Period: From SEPTEMBER 1, 2018 to JUNE 30, 2019						
Contractor Name: BRAD & KIM DALRYMPLE, INC.		Terminal Location: PHILLIPSBURG		Contractor Code: 1178		Total Renewal Contract Amount: \$ 144,288.00								
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Renewal Contract Amount	(G) # Days	(H) Annual Renewal Contract Amount	(I) Per Diem Aide Amount	(J) Cost Represents # of Aides	(K) # of Days for Aide	(L) Inc/Dec Provision	(M) NJSA 18A:39-3 Extension	(N) Total Per Diem Renewal Amount per Route	(O) Total Renewal Contract Amount per Route (contract, aide and extension)
GRN PHS 1	PHILLIPSBURG HS	1	7-15AM	2-15PM	133.70	180			0	0	0.94	2.01	\$ 135.71	\$ 24,427.80
GRN PHS 2	PHILLIPSBURG HS	1	7-15AM	2-15PM	98.30	180			0	0	0.94	1.48	\$ 99.78	\$ 17,960.40
GRN PHS 3	PHILLIPSBURG HS	1	7-15AM	2-15PM	124.07	180			0	0	0.94	1.87	\$ 125.94	\$ 22,669.20
GRN PHS 5	PHILLIPSBURG HS	1	7-15AM	2-15PM	78.44	180			0	0	0.94	1.18	\$ 79.62	\$ 14,331.60
GRN PHS 6	PHILLIPSBURG HS	1	7-15AM	2-15PM	98.30	180			0	0	0.94	1.48	\$ 99.78	\$ 17,960.40
GRN PHS 7	PHILLIPSBURG HS	1	7-15AM	2-15PM	88.37	180			0	0	0.94	1.33	\$ 89.70	\$ 16,146.00
GRN PHS 8S	PHILLIPSBURG HS	1	7-15AM	2-15PM	168.53	180			0	0	0.94	2.54	\$ 171.07	\$ 30,792.60
													\$	\$

3. RESOLVED, to approve a Joint Transportation Agreement and an ESY Joint Transportation Agreement with Delaware Valley Regional High School which shall serve as the Lead Educational Authority and Host district for the 2018-2019 school year as follows:

Host District Delaware Valley Regional HS		Joiner District Warren County SSSD		Joiner District To and From Total Route Cost: \$23,990.00			
(A) Term of the Agreement (If other than the full school year)	(B) Host District's Route Number	(C) Destination	(D) Contracted Vehicle	(E) Contractor Code (If Applicable)	(F) Number of Host District Students	(G) Number of Joiner District Students	(H) Joiner Cost
Start Date	End Date						
7/9/2018	8/9/2018	DES02	N		2	1	\$1,604.00
8/28/2018	6/14/2019	DES02	N		2	1	\$22,386.00
			N				

4. RESOLVED, to approve a transportation contract with Cassidy Transportation, Inc., Long Valley Terminal for the 2018-2019 School Year as follows:

Board of Education of: WCSSSD		Multi-Contract or Route #: CAS 201819 2		Bid Number: 201819 2		Contract Period: From SEPTEMBER 1, 2018 to JUNE 30, 2019							
Contractor Name: CASSIDY TRANSPORTATION, INC.		Terminal Location: LONG VALLEY		Contractor Code: 1878		Total Multi-Contract Amount: \$ 197,280.00							
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Cost	(G) # of Days	(H) Per Annum Cost	(I) Per Diem Aide Cost	(J) Cost Represents # of Aides	(K) # of Days for Aide	(L) Inc/Dec Provision	(M) Per Diem Contract Total	(N) Annual Contract Total
1804	SAGE DAY SCHOOL	3	08:00AM	02:30PM	184.00	180			0	0	0.77	\$ 184.00	\$ 33,120.00
1806	HOPE SCHOOL	1	08:40AM	03:10PM	128.00	180			0	0	0.77	\$ 128.00	\$ 23,040.00
1807	STANHOPE SCHOOL	1	07:55AM	02:35PM	153.00	180			0	0	0.77	\$ 153.00	\$ 27,540.00
1808	COPPER HILL, FRANCES DESMARES, BARLEY SHEAF SCH	1	08:45AM	03:35PM	189.00	180			0	0	0.77	\$ 189.00	\$ 34,020.00
1809	LIBERTY SCHOOL	1	08:55AM	03:25PM	92.00	180			0	0	0.77	\$ 92.00	\$ 16,560.00
1810	HATCHERY HILL SCHOOL	1	08:30AM	02:50PM	130.00	180			0	0	0.77	\$ 130.00	\$ 23,400.00
1811	DOUGLAS SCHOOL	3	09:15AM	02:45PM	220.00	180			0	0	0.77	\$ 220.00	\$ 39,600.00

5. RESOLVED, to approve a transportation contract with Snyder Bus Service Inc., Washington Terminal for the 2018-2019 School Year as follows:

Board of Education of: WCSSSD		Multi-Contract or Route #: SNY 201819 2		Bid Number: 201819 2		Contract Period: From SEPTEMBER 1, 2018 to JUNE 30, 2019							
Contractor Name: SNYDER BUS SERVICE INC.		Terminal Location: WASHINGTON		Contractor Code: 1598		Total Multi-Contract Amount: \$ 121,541.40							
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Cost	(G) # of Days	(H) Per Annum Cost	(I) Per Diem Aide Cost	(J) Cost Represents # of Aides	(K) # of Days for Aide	(L) Inc/Dec Provision	(M) Per Diem Contract Total	(N) Annual Contract Total
1801	WILLOW GLEN ACADEMY	2	09:00AM	03:00PM	237.23	180		50.00	1	180	0.99	\$ 287.23	\$ 51,701.40
1802	MUJC DLC WARREN CAMPUS	2	08:45AM	02:45PM	338.00	180		50.00	1	180	0.99	\$ 388.00	\$ 69,840.00

6. RESOLVED, to approve a transportation contract with Akab Inc., Phillipsburg Terminal for the 2018-2019 School Year as follows:

Board of Education of: WCSSSD		Multi-Contract or Route #: 1803		Bid Number: 201819 2		Contract Period: From SEPTEMBER 1, 2018 to JUNE 30, 2019							
Contractor Name: AKAB, INC		Terminal Location: PHILLIPSBURG		Contractor Code: 3018		Total Multi-Contract Amount: \$ 44,820.00							
(A) Route Number	(B) Destination	(C) School Type 1 Public 2 NP 3 PSD 4 Charter	(D) Arrival Time	(E) Departure Time	(F) Per Diem Cost	(G) # of Days	(H) Per Annum Cost	(I) Per Diem Aide Cost	(J) Cost Represents # of Aides	(K) # of Days for Aide	(L) Inc/Dec Provision	(M) Per Diem Contract Total	(N) Annual Contract Total
1803	MIDLAND SCHOOL	3	08:45	03:00	189.00	180		60.00	1	180	3.95	\$ 249.00	\$ 44,820.00



**Q. NEW BUSINESS**  
NONE

**R. PUBLIC INPUT**  
NONE

**S. EXECUTIVE SESSION**  
NONE

**T. ADJOURNMENT**  
There being no further discussion, Ms. Howell made a motion, seconded by Mr. Spencer to adjourn the meeting at 6:40 PM.

The motion passed by a unanimous voice vote.

Respectfully submitted,

James Schlessinger  
School Business Administrator / 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.