

**BOARD OF EDUCATION
MINUTES
NOVEMBER 27, 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. Mary Jane Deutsch, Mr. Raub Hopek, Ms. Kathi Howell, Ms. Kim Reitmeyer, Mr. William Spencer

Absent: Dr. Rosalie Lamonte

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

C. APPROVAL OF BOARD MINUTES

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

1. Motion to approve the minutes of the Board of Education regular meeting

Motion carried in a unanimous voice vote.

D. SUPERINTENDENT'S REPORT

Prior to the regular Superintendent's report, the Board took a moment to recognize the service of, and express its gratitude to, outgoing Warren County Freeholder Ed Smith.

- 1. Public Relations
 - a. We had the meeting with the County Officials, it went well with a plan of action moving forward.
 - b. Continue with Social Media opportunities for the district.
 - c. Open House for the HILLS House was cancelled for November 16th due to the snow storm. We have the December 4th open house scheduled from 8:00 AM – 5:00 PM.
- 2. NJ School Boards
 - a. Discussion of previous year’s goals and the option of using those goals for 2018-2019. We wanted to wait until the meeting was held with the county.
- 3. Operations
 - a. No Report
- 4. Policies
 - a. No Report
- 5. Executive Session

E. COMMUNICATIONS AND ATTACHMENTS

- 1. Minutes of the October 30, 2018 Regular Meeting
- 2. Statistical Summary of Transported Students Nov’17 vs. Nov’18
- 3. Check Register, October 31, 2018 – November 27, 2018
- 4. Treasurer’s Report, Secretary’s Report and Financials, October 2018
- 5. Budget adjustments, October 2018
- 6. Accounts Receivable Aging Report as of November 15, 2018
- 7. School Self-Assessment

F. OLD BUSINESS

None

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

Mr. William Spencer made a motion, seconded by Mr. Raub Hopek, 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 October 31, 2018 – November 27, 2018 bill list in the amount of \$534,137.42.
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 October 31, 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 October 31, 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. Budget Adjustments
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.

Motion carried in a unanimous voice vote.

I. STATISTICAL REPORT

No report.

J. PERSONNEL RECOMMENDATIONS

No report.

K. PROFESSIONAL DEVELOPMENT

No action.

L. CLASSROOM FIELD TRIPS

No action.

M. MISCELLANEOUS RECOMMENDATIONS

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

1. BE IT RESOLVED; that the Board of Education, upon the recommendation of the Superintendent approves the School Self-Assessment school year 2017-2018.

Motion carried in a unanimous voice vote.

N. TRANSPORTATION RECOMMENDATIONS

Ms. Kim Reitmeyer made a motion, seconded by Ms. Mary Jane Deutsch, to approve the following resolution:

1. RESOLVED, to approve a school related activities transportation contract with B & K Dalrymple, Inc., Phillipsburg for the 2018-2019 School Year as follows:

Board of Education of WCSSSD Multi Contract Number: BKD1 Bid Number: QUOTES Contractor Name: B&K DALRYMPLE, INC. Terminal Location: URG Contract Term: OCTOBER 26, 2018 TO MAY 29, 2019 Contractor Code: 1178								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	
Identification Number	Destination	Departure/Return Time	Basis of the Bid Per Bus	Basis of the Bid Cost Per Bus	Basis of the Adjustment	Basis of the Adjustment Cost	Aide Cost	Aide Cost Per Hour / Aide Cost Per Trip
ALP01	PHILLIPSBURG HS BARNYARD DAY	8:45AM/11:15A	(1) 54 PASSENGER BUS	\$164.95	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
ALP04	PHILLIPSBURG MS TRACK MEET	9:00AM/2:00PM	(1) 54 PASSENGER BUS	\$118.95	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
BLM1	WEST PORTAL PUMPKIN PATCH	9:00AM/12:15PM	(1) 54 PASSENGER BUS	\$143.90	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
BLM2	DESALES UNIVERSITY	8:45AM/12:00PM	(2) 54 PASSENGER BUS	\$198.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
BLM5	KINGWOOD TWP SCHOOL	8:00AM/2:30PM	(1) 54 PASSENGER BUS	\$405.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
GRN21	MERRILL CREEK	8:45AM/12:30PM	(2) 54 PASSENGER BUS	\$220.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$85.00	N/A	N/AN/A
GRN22	CAMP BERNIE	8:45AM/2:15PM	(2) 54 PASSENGER BUS	\$347.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$85.00	N/A	N/AN/A
GRN23	LEHIGH VALLEY ZOO	9:00AM/2:15PM	(2) 54 PASSENGER BUS	\$350.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
POH07	JENKINSONS AQUAR. AND BOARDWALK	8:30AM/5:00PM	(1) 54 PASSENGER BUS	\$565.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
POH11	PHILADELPHIA ZOO	7:30AM/2:30PM	(1) 54 PASSENGER BUS	\$595.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A
POH13	PARKWAY PARK/PICNIC LUNCH	9:00AM/12:30PM	(1) 54 PASSENGER BUS	\$240.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/AN/A

Motion carried in a unanimous voice vote.

O. SUSPENSIONS

No action.

P. HARASSMENT, INTIMIDATION AND BULLYING

No action.

Q. NEW BUSINESS

Discussion about upcoming regulatory changes regarding school bus safety and confirmation that the WCSSSD is on or ahead of pace required for continued compliance.

R. PUBLIC INPUT

None.

S. EXECUTIVE SESSION

Ms. Kathi Howell made a motion, seconded by Mr. William Spencer, to enter Executive session at 7:20pm for the purposes of discussing a pending legal matter and a personnel issue. Motion carried in a unanimous voice vote.

The minutes of this closed session to be made public when the need for confidentiality no longer exists.

Ms. Kim Reitmeyer made a motion, seconded by Ms. Kathi Howell, to exit Executive session at 7:45pm. Motion carried in a unanimous voice vote.

Mr. William Spencer made a motion, seconded by Mr. Raub Hopek, to approve the following resolution:

BE IT RESOLVED; that the Board of Education, shall award a stipend in the amount of \$2,000, to James Schlessinger for assuming the additional responsibilities of Office Manager.

Motion carried in a unanimous voice vote.

T. ADJOURNMENT

Mr. Raub Hopek made a motion, seconded by Ms. Kathi Howell, to adjourn at 7:50 pm.

Motion carried in 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.