

**BOARD OF EDUCATION  
MINUTES  
APRIL 30, 2019**

**A. CALL TO ORDER**

Vice President Spencer opened the meeting with the Call to Order at 6:05 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:** Ms. Mary Jane Deutsch, Ms. Kathi Howell, Ms. Kim Reitmeyer, Mr. William Spencer, Dr. Rosalie Lamonte

**Absent:** Mr. Joseph Delesky, Mr. Raub Hopek

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

**C. APPROVAL OF BOARD MINUTES**

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

1. Motion to approve the minutes of the March 26, 2019 Board of Education regular meeting. (Attachment 1)

Motion carried in a unanimous voice vote.

**D. SUPERINTENDENT'S REPORT**

1. Public Relations

a. HILLS House at Centenary

- i. The HILLS House at Centenary University is the recipient of the New Jersey School Board Association's, "*Innovations in Special Education*" 2019 Award.
- ii. Visit to the HILLS House from Centenary University Interim President, Dr. Rosalind Reichard on May 1<sup>st</sup>.

- b. We are meeting with the Media Consultant provided through the Joint Council of Special Service School Districts. We are meeting on May 2<sup>nd</sup> to determine our need and move forward with marketing.
- c. Continued conversation with Sussex County Educational Service Commission regarding joint ventures on programming.
- 2. NJ School Boards
  - a. Next meeting May 14<sup>th</sup> 2019 at Hawk Pointe
- 3. Operations
  - a. Approval of the 2019/2020 Budget
  - b. Status of closed bids for a small bus and van that came off the road.
  - c. Heath Insurance information delivered for 2019-2020 SY, Chuck Grande and his office was very instrumental in this change
  - d. Shared Service meeting May 6<sup>th</sup> with Allamuchy
  - e. Superintendent Evaluation
    - i. Information will be emailed to you to allow you to go on system for members to complete evaluation
    - ii. Members complete the Evaluation by May 20<sup>th</sup> 2019
    - iii. Results delivered to Board President for May meeting
    - iv. Final results delivered to Superintendent and voted on at June meeting
- 4. Policies
  - a. No Report
- 5. Executive Session

**E. COMMUNICATIONS AND ATTACHMENTS**

- 1. Minutes of the March 26, 2019 Regular Meeting
- 2. Statistical Summary of Transported Students Apr'19 vs. Apr'18
- 3. Check Register, March 27, 2019 – April 30, 2019
- 4. Treasurer's Report, Secretary's Report and Financials, March 2019
- 5. Budget adjustments for March 2019
- 6. Accounts Receivable Aging Report as of April 25, 2019
- 7. Letter of award from NJSBA

**F. OLD BUSINESS**

Continued discussion regarding the district moving forward.

**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. Mary Jane Deutsch made a motion, seconded by Ms. Kim Reitmeyer, 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 March 27, 2019 – April 30, 2019 bill list in the amount of \$675,560.64 (Attachment 3).
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 March 31, 2019 (Attachment 4).
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 March 31, 2019, 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 (Attachment 5).
5. BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator and the Superintendent, approve the budget for the 2019-20 school year, as presented in the meeting of March 26, 2019.

Items 1-4 carried in a unanimous voice vote.

Item 5 carried in a voice vote with 4 yes and 1 abstention (Dr. Rosalie Lamonte).

**I. STATISTICAL REPORT**

No report.

**J. PERSONNEL RECOMMENDATIONS**

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

1. RESOLVED to convert Christine Dudzinski's employment classification and pay structure from a bus driver paid hourly to office staff at an annual salary of \$28,000, effective June 1, 2019. The new structure will include eligibility for health and other benefits consistent with that offered to the office staff. Hours worked beyond the standard workday for the purposes of driving a bus will be paid at the hourly rate in force for the bus drivers. All hours worked during the standard workday, whether in the office or as a bus driver, shall be covered by the base salary. The annual salary contained herein is prorated for the remainder of the 2018-19 school year only, and Ms. Dudzinski shall be eligible for a salary adjustment in normal course for the 2019-20 school year, effective July 1, 2019.

Motion carried in a unanimous voice vote.

**K. PROFESSIONAL DEVELOPMENT**

No action.

**L. CLASSROOM FIELD TRIPS**

No action.

**M. MISCELLANEOUS RECOMMENDATIONS**

No action

**N. TRANSPORTATION RECOMMENDATIONS**

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

1. RESOLVED, to approve a school related activities transportation contract with Snyder Bus, Inc., Washington for the 2018-2019 School Year as follows:

Board of Education of: WCSSSD									
			Multi Contract Number: SNY03		Bid Number: QUOTES				
Contractor Name: SNYDER BUS SERVICE, INC.			Terminal Location: WASHINGT ON						
Contract Term: APRIL 1, 2019 TO JUNE 10, 2019			Contractor Code: 1598						
(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
HTS07	BLAIR ACADEMY BLAIRSTONW, NJ	9:00AM/3:00PM	(1) 54 PASSENGER BUS	\$350.00	HOURLY OVERTIME RATE	\$60.00	N/A	N/A	N/A
HTS08	DAVINCI SCIENCE CTR ALLENTOWN, PA	9:00AM/2:30PM	(1) 54 PASSENGER BUS	\$350.00	HOURLY OVERTIME RATE	\$60.00	N/A	N/A	N/A
HTS09	DORNEY PARK ALLENTOWN, NJ	8:45AM/5:00PM	(1) 54 PASSENGER BUS	\$525.00	HOURLY OVERTIME RATE	\$60.00	N/A	N/A	N/A
WMCA1	MENDHAM GOLF & TENNIS MENDHAM, NJ	2:30PM/TBD	(1) 54 PASSENGER BUS	\$350.00	HOURLY OVERTIME RATE	\$60.00	N/A	N/A	N/A
WMCA4	VILLA WALSH ACADEMY MORRISTOWN, NJ	2:45PM/TBD	(1) 54 PASSENGER BUS	\$350.00	HOURLY OVERTIME RATE	\$60.00	N/A	N/A	N/A
WMR15	COLONY POOL CLUB FLANDERS, NJ	2:45PM/TBD	(1) 54 PASSENGER BUS	\$350.00	HOURLY OVERTIME RATE	\$60.00	N/A	N/A	N/A

2. 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: BKD2		Bid Number: QUOTES				
Contractor Name: B&K DALRYMPLE, INC.			Terminal Location: PHILLIPSB URG						
Contract Term: JANUARY 25, 2019 TO MAY 31, 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
WMR14	MORRIS CATHOLIC HS DENVILLE, NJ	3:15PM/TBD	(1) 54 PASSENGER BUS	\$800.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$95.00	N/A	N/A	N/A
QPHS	PHILLIPSBURG HS PHILLIPSBURG, NJ	10:05AM/11:00 AM	(1) 54 PASSENGER BUS	\$90.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$50.00	N/A	N/A	N/A
POH14	PHILLIPSBURG HS PHILLIPSBURG, NJ	11:30AM/TBD	(1) 54 PASSENGER BUS	\$65.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$85.00	N/A	N/A	N/A
GRN26	PHILLIPSBURG MS PHILLIPSBURG, NJ	9:15AM/1:30PM	(1) 54 PASSENGER BUS	\$118.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/A	N/A
QSPJ1	CHURCH OF ST PHILIP&JAMES, FLYNNS PHILLIPSBURG, NJ	8:45AM/1:15PM	(1) 54 PASSENGER BUS	\$295.00	HOURLY OVERTIME RATE; MIN. OF 1 BILLABLE HOUR	\$90.00	N/A	N/A	N/A

3. RESOLVED, to donate Bus 10, deemed no longer road-worthy and of zero value, to Snyder Bus, Inc. for parts and disposal.

Motions carried in a voice vote with 4 yes and 1 abstention (Dr. Rosalie Lamonte).

**O. SUSPENSIONS**

No action.

P. **HARASSMENT, INTIMIDATION AND BULLYING**

No action.

Q. **NEW BUSINESS**

No action

R. **PUBLIC INPUT**

None.

S. **EXECUTIVE SESSION**

None.

T. **ADJOURNMENT**

Ms. Kathi Howell made a motion, seconded by Ms. Mary Jane Deutsch, to adjourn at 7:20 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.