

WARREN HILLS REGIONAL BOARD OF EDUCATION

April 25, 2023

6:30 p.m. – Executive Session

7:15 p.m. Regular Meeting

A. Call to Order – Molly Fraumeni, President

B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Joseph Bodenschatz, Christopher Cannavo (arrives at 7:50 p.m.), Alfred Coscia, Thomas Dufner, Molly Fraumeni, Lisa Marshall, Paula Merrill, and Corey Piasecki (arrives at 6:55 p.m.). Also present were Earl Clymer, Dennis Mack and Donnamarie Palmiere. Jean Hansen was absent.

C. Executive Session- 6:33 p.m.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Warren Hills Regional Board of Education adjourns to closed session to discuss:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
- 2) *Pending Litigation*
- 3) *Personnel Matters*
- 4) *Matters of Attorney/Client Privilege*
- 5) *Confidential Student Matters*

BE IT FURTHER RESOLVED, that the Warren Hills Regional Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and

BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

Approval to go into Executive Session

Motion by Mrs. Marshall and seconded by Mrs. Merrill to go into Executive Session at 6:33 p.m. with full board consent.

D. Reconvene: 7:16 p.m.

President's Announcement: Adequate notice of this meeting in accordance with the Open Public Meeting Act has been given by posting one copy of a Notice of Meeting in the Warren Hills Regional Board of Education Office, by mailing copies to *The Express-Times*, *Warren-Reporter*, *Newark Star-Ledger* and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield, Oxford and Washington.

Pledge of Allegiance

Approval of Board Minutes

- April 4, 2023 Regular & Executive Session Meetings

Motion by Mr. Piasecki and seconded by Mrs. Marshall to approve the minutes of the April 4, 2023 Regular and Executive Session Meeting.

MOTION: Corey Piasecki		SECOND: Lisa Marshall		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Alfred Coscia	X			
Thomas Dufner	X			
Jean Hansen				X
Lisa Marshall	X			
Paula Merrill			X	
Corey Piasecki	X			
Christopher Cannavo				X (arrived late)
Molly Fraumeni	X			

E. Communications – Mr. Earl C. Clymer, III, Superintendent of Schools
Email sent to Board regarding naming of athletic facilities.

F. Student Liaison Report – Sydney White
None

G. Superintendent's Report – Mr. Earl C. Clymer, III

- GEOY Recognition
2022-2023 Governor of the Year Recipients:

MS	Toni Terrell	Educational Service Professional
MS	Janine Horber	Governor's Educator of the Year
HS	Bonita Duryea	Educational Service Professional
HS	Cesar Mendes	Governor's Educator of the Year
	Daryl Detrick	Warren County Teacher of the Year and State Runner up
- Budget Presentation
- Adjustment to June BOE Meeting Calendar – June 6 & June 27 meetings are cancelled and June 13 has been added
- Demographic Study – Proposal – discussion tomorrow with cluster superintendents

H. Presenter(s):
GEOY Recognition - Mr. Clymer

I. Goals:

Warren Hills Board of Education District Goals for 2022-2023:

District Goal 1: Provide resources to faculty, implement best practices and strategies with tiered systems of support focused on improving areas of weakness and enhancing areas of strength to increase student achievement in core content tested areas across the district under the New Jersey Student Learning Assessment (NJSLA) and the New Jersey Graduation Proficiency Assessment (NJGPA).

District Goal 2: To ensure best practices related to diversity, equity & inclusion within the WHRSD are followed in regards to hiring practices, curriculum implementation and policy development in collaboration with all school/community stakeholders and to share concerns and recommendations with appropriate committee(s) of the Board of Education.

District Goal 3: To create, implement and enhance established programs, provide resources, and offer support to students, parents, faculty & staff related to Mental Health Awareness in collaboration with local and state agencies, including but not limited to, the use of the Nurtured Heart Approach, the DREAMS Program and the Warren County Prosecutor's Office Restorative Justice program.

Warren Hills Board of Education Board Goal for 2022-2023:

1. Provide support to the administration, faculty and staff in the pursuit and achievement of the district goals.
2. Increase student presentations at Board of Education Meetings.

Under District Goal 1 – NJSLA Testing

Under District Goal 3 – A Culture & Climate meeting was held yesterday.

Preparing for Mental Health Awareness month.

Finalizing the 1st administration training for Lifelines/EmPower.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No Meeting Held	By Chair: Mr. Piasecki
Education, Policy & Technology	April 10, 2023	By Chair: Mr. Bodenschatz
Personnel & Student Activities	April 20, 2023	By Chair: Mrs. Marshall
Negotiations	No Meeting Held	By Chair: Mrs. Fraumeni

Mr. Bodenschatz reported that the Education, Policy & Technology committee met on April 10th and had a discussion on:

Policy 2510 – Adoption of Textbooks and Novels

Tighten up the summaries for parents on the novels they can choose from.

Class size for general physical education classes will be close to 30 students.

District will be switching from LinkIt to OnCourse for its data warehouse.

J. Old Business

Mr. Cannavo asked for an update on the staff utilizing the weight room before school.

Mrs. Marshall asked if there was any update on the HIB resolution that the board attorney was working on regarding “intent should matter”.

K. New Business

- None

L. Public Comment

Public comment shall be governed by the Board of Education Bylaw 0167 which is available on our website. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy. Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.

The Board will not respond to questions or comments until the initial public participation section of the agenda is complete. At that time, the Board or Administration will respond, as it sees fit, or it may defer responding, if at all, to a future meeting or to a response by written communication. The Board will then hear any additional comments that may come as a result of the Board’s response. Participants may also be directed to follow the chain of command with the question or concern. While the Board will try to respond to as many questions or concerns as possible, participants who submit a multitude of questions should understand that it is unlikely that all of their questions will be answered and may be referred to further dialogue with the administration.

No public comment.

M. ACTION ITEMS

I. PERSONNEL

Motion by Mrs. Marshall and seconded by Mr. Piasecki to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.4, as amended and described below:

*1. Motion to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Lauren Voight	Approve	Music Teacher	\$91,283.00	HS/MS	7-01-23	6-30-23	Retirement
2	Sherri Tomek	Approve	Secretary	\$62,516.00	MS	8-01-23	7-31-23	Retirement (23-24 Salary includes \$5,828.00 longevity)
3	Emily Dorn	Approve	Substitute Teacher	\$130.00 / day	District	4-26-23	6-30-23	Pending receipt of all required paperwork
4	Stephanie Ghilon	Approve	School Security	\$22.76/hr	MS	8-29-22	6-30-23	P/T 10:30 am - 1:30 pm
5	Brooke Johnson	Approve	Secretary	\$41,769.00 Pro-Rated	MS	on or about 05-08-23	6-30-23	Pending receipt of all required Paperwork. Replaces J Arguello

*2. Motion to approve the following internships/observations/volunteers:

Code No.	Name	Position	Degree/Step/ # of Hours	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Nicolette Costa	Observation	N/A	N/A	HS	4-26-2023	5-30-2023	Under the direction of Patricia Smith and WCCC

*3. Motion to approve the following travel and conference requests:

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	Lourdes Garcia ESL Teacher	2023 NJ Tesol Spring Conference	Hyatt Regency Hotel New Brunswick NJ	\$640.00 Registration, Mileage	May 23, 24 and 25, 2023
2	David Guth	2023 National School Safety Conference	Tropicana Hotel Las Vegas NV	\$625.00 Registration, Airfare, Accommodations, Meals	July 23 - July 28, 2023
3	Jerry Bamford	CORE Basic Pesticide Training Certification of Applicators & Operators	Bioresource Engineering Laboratory New Brunswick NJ	\$145.00 Registration, Mileage	May 11, 2023

*4. Motion to approve the Parent Volunteers for the 2023 8th Grade Dorney Park Class trip as per attachment A. Each Parent Volunteer is required to complete Parent Volunteer Application and receive Criminal History Approval from the NJ Office of Student Protection.

Approval of Personnel Motions

MOTION: Lisa Marshall		SECOND: Corey Piasecki		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Alfred Coscia	X			
Thomas Dufner	X			
Jean Hansen				X
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Christopher Cannavo	X			
Molly Fraumeni	X			

II. EDUCATION AND POLICY

Motion by Mr. Bodenschatz and seconded by Mr. Cannavo to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.2, as amended and described below:

*1. Motion to affirm the administrative decision regarding the following HIB cases:

MS – 2022-2023 - 037

HS - 2022-2023 - 010, 011

*2. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Jacqueline Solecitto Laura Krause	Martin Guitar Factory Nazareth PA	Transportation, \$5.00 per person	Gifted & Talented
2	Heather Heslin Danielle Miksch	Lehigh Valley Zoo Schnecksville PA	Transportation	MD Classes
3	Jason Graf Nicole Clark Janine Horber	J Birney Crum Stadium 2027 Linden St Allentown PA	n/a	WH Marching Band - Band Boosters paying transportation and ticket cost
4	Lauren Voight Mary Remond	WHRHS	Transportation	WHRMS Select Choir
5	Renee Smola Craig Green	WHRHS	Transportation	WHRMS Adaptive PE Partners

Approval of Education & Policy Motions

MOTION: Scott Bodenschatz		SECOND: Chris Cannavo		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Alfred Coscia	X			
Thomas Dufner	X			
Jean Hansen				X
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			
Christopher Cannavo	X			
Molly Fraumeni	X			

BUDGET AND FINANCE

Motion by Mr. Piasecki and seconded by Mrs. Merrill to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 13 as amended and described below:

*1. The Warren Hills Regional Board of Education approves the March, 2023 Board Secretary and Treasurer's Report as follows:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c)3, does hereby certify that as of the date of this report, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a);

BE IT FURTHER RESOLVED that the Warren Hills Regional Board of Education accepts the monthly financial report of the Secretary and the Treasurer for the month of March, 2023; in compliance with N.J.A.C. 6A:23A-16.10(c)4, that the Board of Education certifies that no major account has been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that as of this report sufficient funds are available to meet the District's financial obligation for the remainder of the year.

*2. Motion to approve the bill list for the period April 5, 2023 through April 25, 2023 in the amount of \$2,078,688.30.

*3. Motion to approve Student Activities bill list for the period March 1, 2023 through March 31, 2023 in the amount of \$18,234.41.

*4. Motion to approve Cafeteria bill list for the period of January 1, 2023 through March 31, 2023 in the amount of \$301,832.71.

*5. Motion to approve transfers in the amount of \$472,150.79 for the month of March, 2023.

*6. Motion to approve Home/Bedside Instruction Agreement with Silvergate Prep for Student #6107363909, commencing April 19, 2023 until further notice, at the rate of \$41.00 per hour for a total of 10 hours per week.

*7. Motion to approve the following Special Education Tuition Contract for the 2022-regular school year:

Student	School	Amount	Aide	Effective
3959833800	DCF Regional School	\$11,064.27 (\$235.41 per diem)	N/A	4/18/23-6/30/23

*8. Motion to approve the proposal from Design Resources Group Architects for the Board Office Area Well Design in the amount of \$9,500.00.

*9. Motion to approve a Sponsorship in amount of \$250.00 from Pinstripe Landscapes LLC to provide additional financial resources to club and athletic programs in the Warren Hills Regional School District:

*10. Motion to accept, with gratitude, the donation of \$2 from an anonymous donor disbursed through The UK Online Giving Foundation, Benevity's foundation partner, to Warren Hills Regional High School, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*11. **BE IT RESOLVED** to approve and adopt the 2023-2024 School District Budget as follows:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2023-24 Total Expenditures	\$42,385,442	\$597,193	\$2,221,042	\$45,203,677
Less: Anticipated Revenues	\$18,107,938	\$597,193	\$135,315	\$18,840,446
Taxes to be Raised	\$24,277,504	0	\$2,085,727	\$26,363,231

And to advertise said tentative budget in the Express Times in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing on the budget for the 2023-2024 school year will be held on April 25, 2023 at 7:15 PM at the Warren Hills Regional Board of Education Administration Building located at 89 Bowerstown Road, Washington, NJ 07882.

BE IT FURTHER RESOLVED, that the Board of Education approves the following Capital Reserve Account Withdrawal for the 2023-2024 budget:

Track Replacement	HS Athletic Field	\$	615,000.00
Boiler Replacement	Excel Building	\$	260,000.00
Boilers, HVAC Upgrades & UV Replacement	High School	\$	1,527,890.00
HVAC Upgrades	Middle School	\$	1,069,500.00
Air Handler Unit Replacement	Admin Building	\$	285,000.00
Phase 3 Locks	High School	\$	125,000.00
	TOTAL	\$	3,882,390.00

BE IT FURTHER RESOLVED, that the Board of Education includes in the budget a maintenance reserve withdrawal in the amount of \$250,000 for the purpose of building repairs.

BE IT FURTHER RESOLVED, that the Board of Education includes in the budget an emergency reserve withdrawal in the amount of \$59,000 for the purpose of cyber security technology purchases.

BE IT FURTHER RESOLVED, in accordance with N.J.S.A. 18A:19-1, that for the 2023-2024 school year the annual maximum for regular business travel shall be \$1,500 per employee.

Further approve, that for the 2023-2024 school year the Warren Hills Regional Board of Education shall set \$50,000 as the maximum travel expenditure amount for the budget year.

Further approve, in accordance with N.J.A.C. 6A:23A-5.2 and N.J.A.C. 6A-9.3 (c)14, the maximum dollar limit for public relations and professional services of: \$20,000 for printing services, \$182,500 for legal services, \$49,000 for auditing services, \$25,000 for Architect of Record services and \$20,500 for professional services related to public relations for the 2023-2024 school year.

Further approve, in accordance with N.J.A.C. 6A:23A-5.8 the dollar threshold for awards to recognize special accomplishments at \$35.00 per student for the 2023-2024 school year.

*12. **BE IT RESOLVED** that the Warren Hills Regional Board of Education accepts and approves the application and submission of the Supplemental Stabilization Aid for the 2022-2023 school year in the amount of \$553,212 to be used as audited excess surplus and appropriated as needed.

*13. **BE IT RESOLVED** that the Warren Hills Regional Board of Education accepts the School Climate Change Pilot grant FY 2023 in the amount of \$6,660.

Approval of Budget & Finance Motions

MOTION: Corey Piasecki		SECOND: Paula Merrill		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Alfred Coscia	X			
Thomas Dufner	X			
Jean Hansen				X
Lisa Marshall	X	#11	#2 ck 058218	
Paula Merrill	X			
Corey Piasecki	X			
Christopher Cannavo	X			
Molly Fraumeni	X			

O. Public Comment

Daryl Detrick thanked the Board for honoring the teachers this evening. He thanked them for attending events and supporting the teachers and students. He also thanked the board for hiring the Director of Guidance and for their continued support of the Pathways. He also suggested that the board discuss a head of curriculum position. Comments regarding AI will be referred to the Education & Policy committee for further discussion.

P. Second Executive Session 8:15 p.m.

Motion by Mr. Piasecki and seconded by Mrs. Marshall to go into Executive Session at 8:15 p.m. with full board consent to discuss confidential student matters.

Reconvene: 8:19 p.m.

Q. Adjournment 8:19 p.m.

Approval to Adjourn

Motion by Mrs. Merrill and seconded by Mr. Piasecki to adjourn at 8:19 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary

8th Grade Dorney Park Trip
ATTACHMENT A
Parent Volunteer Information - for BOE Approval

Parent Last Name	Parent First Name	Application Received	Criminal History Received
Adie	Christine	3/15/2023	3/28/2023
Altmann	Michelle	3/13/2023	3/21/2023
Bailey	Shaun	3/10/2023	2/21/2023
Barron	Erech	2/27/2023	In process
Berger	Amanda	3/3/2023	3/7/2023
Bitecola	Clifford	3/8/2023	3/10/2023
Brooks	Lynn	3/29/2023	3/29/2023
Collis	Suzanna	3/30/2023	3/30/2023
Dakak	George	3/15/2023	4/7/2023
Depres	Kimberly	4/19/2023	4/7/2023
Depres	Peter	4/19/2023	4/7/2023
Engle	Ashley	2/9/2023	2/28/2023
Fink	Joshua	4/20/2023	3/28/2023
Gomes Jr.	Saldino	3/6/2023	3/8/2023
Grabowski	Andrew	3/2/2023	3/3/2023
Hardy	Elaine	2/9/2023	2/7/2023
Higgins	Mary Ann	2/27/2023	2/8/2023
Hoffman	James	3/13/2023	3/10/2023
Holzmacher	Kelly	2/22/2023	2/14/2023
Kifyak	Marina	3/23/2023	2/28/2023
Knezevic	Magdalena	3/14/2023	3/14/2023
Kokinos	Lauren	2/9/2023	2/17/2023
Lipinski	Jane	2/27/2023	4/4/2023
Lyons	Jessica	3/1/2023	3/3/2023
Marques	David	3/16/2023	3/23/2023
Mastrolacasa	Krysti	2/7/2023	3/28/2023
McConnell	Tamellah	3/16/2023	3/3/2023
Momary	Jamie	Awaiting Application	2/14/2023
Morgan	Jackie	2/9/2023	2/14/2023
Nucum	Maria	2/14/2023	2/14/2023
Ohern	Shannon	Awaiting Application	3/7/2023
Rodriguez	Christine	2/7/2023	2/7/2023
Seavicknezevic	Magdalena	Awaiting Application	3/7/2023
Schott	Heather	2/8/2023	2/21/2023
Schwarze	Jeanna	4/3/2023	3/14/2023
Selawsky	Rebecca	3/6/2023	2/14/2023
Smith	Veronica Lynn	2/14/2023	3/31/2023
Soto	Mary Ann	4/3/2023	3/24/2023
Torres	Nikols	2/16/2023	2/24/2023
Varela	German	2/7/2023	2/24/2023