

WARREN HILLS REGIONAL BOARD OF EDUCATION

March 14, 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, Alfred Coscia, Thomas Dufner, Molly Fraumeni, Jean Hansen, Lisa Marshall, Paula Merrill and Corey Piasecki. Also present were Earl Clymer, Dennis Mack, Donnamarie Palmiere. Student Representative, Sydney White was present for the public meeting.

C. Executive Session- 6:31 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*

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 Mr. Piasecki and seconded by Mr. Cannavo to go into Executive Session at 6:31 p.m. with full board consent.

D. Reconvene: 7:15 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

- March 9, 2023 Regular & Executive Session Meetings

Motion by Mrs. Merrill and seconded by Mr. Piasecki to approve the minutes of the March 9, 2023 Regular and Executive Session Meeting.

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

E. Communications – Mr. Earl C. Clymer, III, Superintendent of Schools

F. Student Liaison Report – Sydney White

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

- QSAC Equivalency Presentation - Chip
- Robotics Team Accomplishments - Adam Slack Presented a brief Slideshow with additional Details
 - The Robotics Team was awarded the Gracious Professionalism Award
 - Adam Slack - Donald Bowers Inspiration Award
 - FIRST Robotics event at WH March 25 & 26
- Family Fun Night at the Lehigh Valley Phantoms - April 1
 - Discounted tickets provided by through us to families
 - MS student activities account will get \$5 back from each ticket sold
 - Cleared with Marc
 - Flier going out tomorrow, clearly states this event is not sponsored by the district
- GEOY - Recognition - April 25 - Regular BOE Meeting
- Revised School Calendar
 - Highlights
- FFA Career Fair - March 18 from 10:00AM - 1:00Pm at Harkers Hollow Golf Club

H. Presenter(s):

Robotics Presentation – Adam Slack
QSAC Equivalency Assessment - Mr. Clymer
Governor’s Educator of the Year Recognition
Educational Services Professional of the Year Recognition

Adam Slack discussed the Robotics Team and the upcoming event being held at the high school on March 25 & March 26. They are expecting between 1000-1200 people per day with hundreds of volunteers. This is a community event. He also reported that the Robotics team finished 14th in qualifying and made it to the semi-finals and received the “Gracious Professionalism Award” at the Mount Olive competition. Mrs. Fraumeni congratulated Mr. Slack and the Robotics team on their award. Mr. Clymer stated that Adam Slack (Advisor) was recognized with the Donald Bower Award.

Mr. Clymer presented the QSAC Equivalency Assessment. The district will have its QSAC review on Monday March 27th.

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 – NJ GPA was given; Math & Science curriculum being looked at and QSAC Equivalency Assessment presentation given tonight.

Under District Goal 2 – Supervisors attended the job fair at William Paterson College

Under District Goal 3 – School Culture & Climate meeting and Google Classroom

Under Board of Education Board Goal 1 – Mr. Slack gave a presentation to the board regarding the Robotics team and their successful weekend at the Mount Olive Competition

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation		By Chair:
Education, Policy & Technology		By Chair:
Personnel & Student Activities		By Chair:
Negotiations		By Chair:

J. Old Business

Mr. Zitomer will have a presentation on HIB at the April 4th meeting.

K. New Business

Mr. Clymer amended Ed & Policy *2. to include HIB # 007 & # 009 at the High School.

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.

None

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.3, 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	Marcus Gurdineer	Approve	Spring Weight Room Advisor	\$2,300.00	HS	Start of Season	End of Season	N/A
2	Jennifer Feldman	Approve	Substitute Teacher	\$130.00 / day	District	3-15-23	6-30-23	Pending receipt of all required paperwork
3	Dawn Peluso	Accept	Paraprofessional	\$28.65 / hour	MS	4-14-23	4-14-23	Resignation
4	Bernard Hattersley	Approve	Event Security	\$40.00 / hour	District	3-15-23	6-30-23	Pending receipt of all required paperwork
5	Bernard Hattersley	Approve	Substitute Security	\$20.00 / hour	District	3-15-23	6-30-23	Pending receipt of all required paperwork
6	Luanne Ferenci	Approve	Substitute Teacher	\$130.00 / day	District	3-15-23	6-30-23	Pending receipt of all required paperwork
7	Luanne Ferenci	Approve	Asst. Coach - Softball	\$6,883.00	HS	Start of Season	End of Season	Tier 3; Step 4 Pending receipt of all required paperwork
8	Bailey Bevins	Approve	Asst. Coach - Baseball	\$4,302.00	HS	Start of Season	End of Season	Tier 3; Step 1 Pending receipt of all required paperwork
9	Bailey Bevins	Approve	Paraprofessional - Maternity Leave	\$26.98 / hour	HS	3-15-23	6-30-23	Pending receipt of all required paperwork
10	Laura Krause	Approve	Asst. Coach - Softball	\$3,000.00	MS	Start of Season	End of Season	Tier 3; Step 1
11	Emily Dorn	Approve	Asst. Coach - Track	\$2,151.00	HS	Start of Season	End of Season	Tier 3; Step 1 Split Stipend Pending receipt of all required paperwork
12	Janessa Ternosky	Approve	Asst. Coach - Track	\$2,151.00	HS	Start of Season	End of Season	Tier 3; Step 1 Split Stipend Pending receipt of all required paperwork

*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	Janessa Ternosky	N/A	N/A	N/A	HS	3-15-23	5-31-23	8 hours observation under direction of NJCU's New Pathways to Teaching Alternate Route Program and Amanda Brown
2	Ivan Podobed	N/A	N/A	N/A	HS	3-15-23	5-31-23	4 hours observation under direction of WCCC and Amanda Brown

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	Todd Solecitto	AMTNJ Conference	Tillet Hall Rutgers University	\$209.00 + Mileage	March 17, 2023

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. Coscia and seconded by Mr. Cannavo to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.6, as amended and described below:

*1. Motion to approve the **Second Read** of the following revised policies & regulations for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

P 1110 - Organization Chart

P 5512 - Harassment, Intimidation or Bullying

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

MS – 2022-2023 - None

HS - 2022-2023 - 005, 006, 007, 008, 009

*3. Motion to approve the updated 2022-2023 School Year Calendar, per the recommendation of the Superintendent.

*4. The Board of Education authorizes the Superintendent to make additional changes to the 2022-2023 school calendar, if necessary, and will not arbitrarily or capriciously withhold approval of changes at the next regularly scheduled Board of Education meeting.

*5. Motion to approve the Memorandum of Understanding between Empower of Somerset and the Warren Hills Regional School District, effective through June 30, 2024. Attachment "A"

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Jason Graf	Lenape Valley Regional HS Stanhope NJ	Transportation	Jazz Ensemble

Approval of Education & Policy Motions

MOTION: Fred Coscia		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			

III. BUDGET AND FINANCE

Motion by Mr. Piasecki and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 5 as amended and described below:

*1. Motion to approve the bill list for the period February 28, 2023 through March 13, 2023, in the amount of \$2,057,116.73.

*2. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #4899369174, commencing March 6, 2023 until further notice, in the amount of \$55.50 per hour for a total of 10 hours per week and an additional 33% for administrative and preparation costs.

*3. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #8651853010, commencing March 6, 2023 until further notice, in the amount of \$55.50 per hour for a total of 10 hours per week and an additional 33% for administrative and preparation costs.

*4. Motion to approve the 2023-2024 tuition rates as follows:

Grades 7-8 Regular Program	\$18,500
Grades 9-12 Regular Program	\$18,500
Learning & Language Disability	\$21,000
Emotional Reg. Imp. Disability	\$21,100
Multiple Disability/Autism	\$34,500
Multiple Disability/Autism-ESY (Extended School Year)	\$ 3,450
Resource Room	\$21,000 (Additional \$2,500/student)

*5. BE IT RESOLVED that the tentative budget be approved for the 2023-2024 school year using the 2023-2024 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	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
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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.

Approval of Budget & Finance Motions

MOTION: Corey Piasecki		SECOND: Jean Hansen		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Alfred Coscia	X			
Thomas Dufner	X			
Jean Hansen	X			
Lisa Marshall	X	#5		
Paula Merrill	X	#5		
Corey Piasecki	X			
Christopher Cannavo	X			
Molly Fraumeni	X			

Mrs. Marshall commented that she had fiscal questions and will not support the budget as written.

O. Public Comment

A member of the public asked for an explanation of Goal #3.

Q. Adjournment 7:55 p.m.

Approval to Adjourn

Motion by Mr. Piasecki and seconded by Mrs. Marshall to adjourn at 7:55 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary

A School-Based Suicide Prevention & Response Program

MEMORANDUM OF UNDERSTANDING BETWEEN EMPOWER SOMERSET AND WARREN HILLS REGIONAL SCHOOL DISTRICT

EmPoWER Somerset herein referred to as EmPoWER Somerset and the Warren Hills Regional School District herein referred to as "the School District," agree to the following terms made on this date and effective through June 30, 2024.

Purpose: The implementation of the evidence-based Lifelines School Based Suicide Prevention & Response Program (herein referred to as "Lifelines Program") for the School District. The three components of the Lifelines Program are:

1. **Lifelines Postvention:** Addresses school response to any type of traumatic loss events in the school community from grades K-12. This training module includes:
A proactive and detailed response plan that can be tailored to meet the specific needs of a school community or the circumstance of the loss.
Resources for identifying and training members of a crisis team.
Table-top exercises that reinforce the school's policies and protocols and foster the development of a sustainable, best-practice postvention model relevant to your school's culture and resources.
2. **Lifelines Intervention:** Instructs school support and resource staff from elementary through high school on identifying and responding to students who may be at suicide risk. This training module includes:
Practical tools for talking about suicide in a developmentally appropriate and conversational manner designed to decrease stigma.
Training videos that demonstrate techniques for engaging students and parents in the intervention and referral process.
Detailed information about potentially higher risk students including those who are subjects of bullying, who identify as LGBTQ+, who are gifted, or who are returning to school after suicide-related or other traumatic event absences.
3. **Lifelines Prevention:** Sets the foundation for a school's competence in youth suicide prevention. This training module includes:
Instruction on providing the evidence-based curriculum for grades 5-6 (four session curriculum), 7-10 (four session curriculum) and 11-12 (two session curriculum). Instruction on providing suicide awareness training to all faculty and staff. Instruction on providing suicide awareness training to parents and guardians.

Trainers: The School District will select to have their training provided by one of two agencies: The Society for the Prevention of Teen Suicide or the Mental Health Association of Monmouth County.

Funding: EmPoWER Somerset will provide funding of \$18,140 to the School District as follows:

Training Cost: \$11,000 for School District to pay the agency they select

Training Material Cost and additional expenses (travel, etc.): \$3,250 for School District to pay the agency they select

Lifelines Electronic Subscription Cost: \$1,390 for School District to purchase the necessary Lifelines materials from Hazelden Publishing

Incentive 1: \$750 paid to School District for completing the Readiness Assessments and having 85% of district and school administration attend the two administrative meetings

Incentive 2: \$500 paid to the School District for having at least 85% of faculty and staff attend the Lifelines training(s) they were registered for

Incentive 3: \$500 paid to the School District for reviewing and revising district policies and procedures to reflect learnings from the Lifelines trainings and feedback from training agency.

Incentive 4: \$750 paid to the School District for implementing the Prevention Curriculum with students.

The selected training agency will support the School District in the implementation of the Lifelines Program and will provide the following services to the School District:

1. Meetings with district and school administration to review Readiness Assessments and policy and procedures.
2. Meetings with school counseling staff to review assessment, referral, and treatment data collection process.
3. Implementation of 6.5-hour Postvention training to crisis team members, administration, and other key community members.
4. Implementation of 6.5-hour Intervention training to school support and resource staff and other key community members.
5. Check in meeting with district and school administration to monitor progress, discuss policy and procedure revisions and adjust as needed.
6. Implementation of 6-hour Prevention training to school faculty who will be teaching the prevention curriculum (often PE and health teachers) and other key school community members.
7. Wrap up meeting with district and school administration including review of new policy and procedural guidelines.
8. District follow-up on completion of Readiness Assessment and Intervention survey.

The School District agrees to the following:

1. To provide copies of their relevant policies and protocols to the training agency for review and consultation.
2. To have the Lifelines Program curriculum approved by its Board and/or any other necessary authority for implementation no later than the academic school year 2022-23.
3. To participate in pre/post surveys and program evaluation which may include administering surveys to faculty, staff, students, and parents.
4. To work cooperatively with the training agency in the implementation of the full Lifelines Program by promoting and supporting the program as follows:

Ensure participation in all the meetings and trainings noted above (1-8).

Ensure participation in the preliminary School Readiness Survey.

Host at least one Lifelines Program Prevention presentation for faculty.

Host at least one Lifelines Program Prevention presentation for parents.

Permit EmPoWER Somerset to attend both the faculty and parent presentations, mentioned above.

Implement the Lifelines Program Prevention Curriculum for students in the 2023-2024 academic school year.

Ensure participation in the follow-up School Readiness Survey and Intervention Survey.

Disbursement of funds is contingent upon available funding from the Department of Health. EmPoWER will notify School District no later than 90 days prior to the commencement of this Agreement whether said funding has been committed by the Department of Health. School District shall rely upon that representation in contracting with the agency and purchasing the resources and subscriptions set forth in the Funding Section above. EmPoWER agrees to reimburse the School District for any financial obligations it incurs if said funding become unavailable during the course of this agreement. Failure to comply with the terms of this agreement may result in revocation and/or reimbursement of grant funds. The School District shall provide notification to EmPoWER Somerset if unable to fulfill the requirements of this MOU.

This MOU represents the entire understanding of the parties with respect to the subject matter herein.

The signatures below indicate the commitment by the School District and EmPoWER Somerset to be active partners and abide by this agreement in full.

School Health Grantee:

Name:

Title:

Signature_____

Date_____

School District:

Name:

Title:

Signature_____

Date_____