

WARREN HILLS REGIONAL BOARD OF EDUCATION
February 7, 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 and Paula Merrill. Corey Piasecki was absent. Board Attorney, Marc Zittomer was present. Also present were Earl Clymer, Dennis Mack and Donnamarie Palmiere. Student Representative Sydney White was present for the Regular Meeting.

C. Executive Session- 6:30 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 Mrs. Merrill and seconded by Mrs. Hansen to go into Executive Session at 6:30 p.m. with full board consent.

D. Reconvene: 7:20 p.m.

Approval to Reconvene

Motion by Mrs. Hansen and seconded by Mrs. Merrill to go into Open Session at 7:20 p.m. with full board consent.

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

- **January 24, 2023** Regular and Executive Session Meeting

Motion by Mrs. Merrill and seconded by Mrs. Hansen to approve the minutes of the January 24, Regular and Executive Session Meeting.

MOTION: Paula Merrill		SECOND: Jean Hansen		
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			

E. Communications – Mr. Earl C. Clymer, III, Superintendent of Schools
Email from a West Essex parent regarding the wrestling match.

F. Student Liaison Report – Sydney White

Sydney reported that the Food Advisory Committee met with Maschio’s Food Service to discuss food options including vegan and vegetarian options. She also reported that the student body wanted to discuss with administration adding unused snow days to the spring break.

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

- QSAC Equivalency - Discussion- Plan moving Forward
- GEOY - Recognition - February 28 Regular BOE Meeting
County-Wide Recognition Ceremony @ Harkers Hollow Golf Club - March 31
 - GEOY’s - Janine Horber MS - ELA & Cesar Mendes HS - World Lang
 - ESP’s - Toni Terrell MS - Para & Bonita Duryea HS - Nurse
- StopIt Anonymous Reporting System - Plans for Launch
- OnCourse Meeting -

- o Discussion Points
- o Building principals, Tech Coordinator and Curriculum Supervisors involved

H. Presenter(s):

None

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 – Mr. Clymer reported that Mrs. Apple was creating a Math entry level exam to be given to incoming 7th graders to help with placement in Math classes.

Under District Goals 2 & 3 – Middle School speakers.

Under District Goal 3 – There was a Culture & Climate meeting held on Jan 30th.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	1-30-2023	By Chair: Mr. Piasecki
Education, Policy & Technology	No meeting held	By Chair: Mr. Bodenschatz
Personnel & Student Activities	No meeting held	By Chair: Mrs. Marshall

Negotiations	No meeting held	By Chair: Mrs. Fraumeni
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Mr. Clymer reported that the Finance, Facilities & Transportation committee met on January 30th and discussed the following:

- Budget discussions
- Feb 28 is the governor’s address and we expect state aid to be released two days later on March 2.
- Expecting approximately \$1,100,000 loss.
- District applied for Rod Grants
- Security camera bid opening is February 8, 2023
- Excel Building – railings are being fabricated

J. Old Business

None

K. New Business

Mr. Clymer administratively withdraws *4 and *5 under II. Education and Policy.

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

Mr. Clymer administratively withdraws *4 and *5 under II. Education and Policy.

I. PERSONNEL

Motion by Mrs. Marshall and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.2 as 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	Dana Rounsaville	Approve	Substitute Security	\$20.00/hr.	District	2-8-2023	6-30-2023	Pending completion of all required paperwork
2	Robert Beam	Approve	PT Custodian	\$17.15/hr.	HS	7-1-2022	6-30-2023	4 hrs per day/5 days per week
3	Nicole Clark	Approve	Mentor	\$500.00	HS	4-3-23	3-31-24	Mentoring Alexandra Polakowski
4	Nicole Clark	Approve	Art Teacher	\$67,298.00	HS	2-1-2023	6-30-2023	Movement on Guide From BA to BA+15/Step H-8
5	Zachary Fisher	Approve	Social Studies Teacher	\$69,023.00	HS	2-1-2023	6-30-2023	Movement on Guide from BA+15 to M+15/Step F-6
6	Trisha Nunnenkamp	Approve	Mathematics Teacher	\$93,308.00	HS	2-1-2023	6-30-2023	Movement on Guide from M to M+15/Step O-18
7	Nicole Silvis	Approve	Teacher	\$93,308.00	MS	2-1-2023	6-30-2023	Movement on Guide from M to M+15/Step O-23
8	Lisa Weisenstein	Approve	Mathematics Teacher	\$95,333.00	HS	2-1-2023	6-30-2023	Movement on Guide from M+15 to M+30/Step O-20

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	David Guth	School Security Program Director	Harrah's Atlantic City NJ	\$400 Registration, \$150 Hotel, + Mileage	March 19-21, 2023 LEAD Recertification
2	Renee Smola	SHAPE NJ PE Convention	Westin Princeton at Forrestal Village Princeton NJ	\$275 Registration, \$154 Hotel, + Mileage	February 27 -28, 2023
3	Craig Green	SHAPE NJ PE Convention	Westin Princeton at Forrestal Village Princeton NJ	\$275 Registration, \$154 Hotel, + Mileage	February 27-28, 2023

Approval of Personnel Motions

MOTION: Lisa Marshall		SECOND: Jean Hansen		
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 Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.3 and II.6, as amended and described below:

*1. Motion to approve the **Second Reading** 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:

- 0143 - Board Member Election & Appointment**
- 0152 - Board Officers**
- 0155 - Board Committees**
- 0161 - Call, Adjournment, and Cancellations**
- 0162 - Notice of Board Meetings**
- 1648.11 - The Road Forward COVID-19 - Health & Safety - Abolished**

- 1648.13 - School Employee Vaccination Requirements - Abolished**
- 2423 - BiLingual and ESL Education**
- 2425 - Emergency Virtual or Remote Instruction Program**
- 8140 - Student Enrollment**
- 8140 - Enrollment Accounting**
- 8330 - Student Records**
- 8420 - Emergency & Crisis Situations**
- 8420.2 - Bomb Threats**
- 8420.7 - Lockdown Procedures**
- 8420.10 - Active Shooter**

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

MS – 2022-2023 - 033, 034
 HS - 2022-2023 - None

*3. Motion to approve the Warren Hills Regional School District Calendar for the 2023-2024 School Year. Attachment “A”

~~*4. Motion to approve the Memorandum of Understanding between Empower of Somerset and the Warren Hills Regional School District, effective through June 30, 2024. Attachment “B”~~

~~*5. Motion to approve the submission of the “Equivalency” review under QSAC Instruction & Program indicators #4 & #5 using our local assessment instrument, LinkIt, to demonstrate student growth in the areas of ELA & Mathematics.~~

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Alison Frey	Harrah’s Resort, Atlantic City NJ	Transportation	State DECA Competition
2	Christopher Kavcak	3rd Street School Belvidere	Transportation	Criminal Justice Program

Approval of Education & Policy Motions

MOTION: Scott Bodenschatz		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			
Molly Fraumeni	X			

III. BUDGET AND FINANCE

Motion by Mrs. Merrill and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 4 as amended and described below:

*1. Motion to approve the bill list for the period January 25, 2023 through February 7, 2023, in the amount of \$1,423,245.94.

*2. Motion to approve the Resolution to participate in the Joint Transportation Agreement for the 2023-2024 school year with Sussex County Regional Cooperative for Special Education and Athletic/Field Trip Transportation with an administrative fee of 4 percent.

*3. Motion to approve a Resolution for Participation in Coordinated Transportation with Warren County Special Services School District for 2023-2024 school year with an administrative fee of 4.5 percent.

*4. Motion to submit waiver to the Executive County Superintendent for an alternate revenue projection for SEMI for the 2023-2024 school year instead of the District Budgeted SEMI Revenue amount of \$50,899.86.

Approval of Budget & Finance Motions

MOTION: Paula Merrill		SECOND: Jean Hansen		
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			

O. Public Comment

None

P. Second Executive Session 7:55 p.m.

Approval to go into Second Executive Session

Motion by Mrs. Merrill and seconded by Mrs. Marshall to go into Executive Session at 7:55 p.m. with full board consent to discuss personnel and attorney client privilege information.

Approval to Reconvene 8:30 p.m.

Q. Adjournment 8:30 p.m.

Approval to Adjourn

Motion by Mrs. Merrill and seconded by Mr. Cannavo to adjourn at 8:30 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary

Warren Hills Regional Public Schools 2023 - 2024 SCHOOL YEAR

July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Student Days			181
August	4		
September	20	February	20
October	21	March	19
November	18	April	20
December	16	May	22
January	21	June	0

January 21 / 100						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 4 / 4						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August	22 & 23	New Staff Orientation
August	23	7th & 9th Grade Orientation
August	24	Opening Convocation
August	28	First Day for Students
September	1	Half-Day Session - 11:55 AM Dismissal
September	4	Labor Day - School Closed
September	7	Half-Day Session - 11:55 AM Dismissal
		WHRMS Back to School Night
September	14	Half-Day Session - 11:55 AM Dismissal
		HS Back to School Night

February 20 / 120						
S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

September 20 / 24						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October	9	School Closed - Faculty PD Only
November	9,10	NJEA Convention - School Closed
November	22	Half-Day Session - 11:55AM Dismissal
November	23-24	Thanksgiving Break - School Closed
December	22	Half-Day Session - 11:55AM Dismissal
December	25-29	Winter Break - Schools Closed
January	1	Winter Break - Schools Closed
January	15	Martin Luther King Day - School Closed

March 19 / 139						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October 21 / 45						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February	16	Half-Day Session - 11:55AM Dismissal
February	19	President's Holiday - School Closed
March	28 & 29	Spring Recess - School Closed
April	1 & 2	Spring Recess - School Closed
April	26	Half-Day Session - 11:55AM Dismissal
May	27	Memorial Day - School Closed
June	3-7	Half-Day Session - 11:55AM Dismissal
June	7	WHRHS Commencement Ceremony

April 20 / 159						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

November 18 / 63						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

School Calendar is subject to change if deemed necessary.

IMPORTANT:

In the event the district uses the majority of scheduled emergency closing days, the following days will be added back as school days:

Beginning with June 3, 4, 5, 6 & 7

Followed by Spring Recess

Beginning with April 2, 1 & March 28 as needed

Check District website for updates at www.warrenhills.org

May 22 / 181						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December 16 / 79						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Board Approved

Intervention and Referral Services (I&RS) are designed to assist students who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing students' learning, behavior, or health needs, in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 8.2. For more information on I&RS Services, please contact your child's Guidance Counselor or Child Study Team Case Manager.

Policy #7441 - Electronic Surveillance In School Buildings & on School Grounds

June 0 / 181						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



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 2022-2023.
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. 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.

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: _____