

WARREN HILLS REGIONAL BOARD OF EDUCATION
January 24, 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 and Donnamarie Palmiere. Student Representative Sydney White was also present for the Regular 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 Mrs. Merrill and seconded by Mr. Cannavo to go into Executive Session at 6:31 p.m. with full board consent.

D. Reconvene: 7:27 p.m.

Approval to Reconvene

Motion by Mr. Piasecki and seconded by Mrs. Merrill to go into Open Session at 7:27 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 3, 2023** Reorganization Meeting - Regular and Executive Session Meetings

Motion by Mrs. Merrill and seconded by Mrs. Hansen to approve the minutes of the January 3, 2023 Reorganization Meeting - 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

None

F. Student Liaison Report – Sydney White

Ms. White reported that students attended the NJASC winter conference and completed the Week of Respect. On February 1st students will be meeting with Maschio’s Food Service to discuss the menu. They also want College Showcase days to be an excused absence.

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

Mr. Clymer reported on the Student Safety Data System (formerly EVVRS). There were a total of 38 incidents. The High School had 15 incidents (10 – vilolent, 3 – substance, 1-weapons). The Middle School had 23 incidents (3 – violence, 20 HIB Affirmed) Mr. Clymer discussed the Lifelines Program Update - Suicide Prevention. He also reported that the district Mid-Year Review with the County Office had positive results.

H. Presenter(s): Mr. Marc Zitomer, BOE Ethics Training
 Mr. Zittomer presented the annual Ethics Training to the board.

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 2 – The District is registered to attend a Job Fair to be held at William Paterson University in an attempt to attract teachers.

Under District Goal 3 – The District had a Culture & Climate meeting.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No Meeting Held	By Chair: Mr. Piasecki
Education, Policy & Technology	January 11 & 19, 2023	By Chair: Mr. Bodenschatz
Personnel & Student Activities	January 11, 2023	By Chair: Mrs. Marshall
Negotiations	No Meeting Held	By Chair: Mrs. Fraumeni

Mr. Bodenschatz reported the Education, Policy & Technology Committee met on January 11th and again on January 19th and topics discussed were:

- Policy Alert 239
- Transportation Policy – Discussion on a private transportation waiver for spring sports to help with the bus driver shortage issues. Students are not permitted to drive.
- Attendance policy – there is a large number of students in jeopardy of failing.

- Project Succeed at the Middle School is a program to be held at the Middle School on Tuesday & Thursday afterschool from February through May to provide students extra help.
- Student input on schedule.
- Spring break – 3 out of the 5 cluster districts do not have a full week off.
- QSAC date changed to March 27, 2023.
- Blackboard website being updated. Mrs. Hansen volunteered to be part of the new website committee.
- STEAM Tank club

Mrs. Marshall reported on Student Activities that she would like Mr. Jones to update us on how the clubs are going.

J. Old Business

K. New Business

Mrs. Marshall suggested that board members read the new Warren County SBA Bylaws. Mrs. Marshall questioned how the district was tracking donations for Title IX.

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 Mr. Piasecki and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.4 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	Lane Miller	Approve	Full Time Custodian	\$35,673.00 Prorated	MS	1-25-23	6-30-23	Step 1 - Pending Completion of all required paperwork.
2	Charmaine Politano	Accept	Security	\$38,743.00	HS	7-1-23	6-30-23	Retirement
3	Cynthia Wiseburn	Approve	Social Studies Teacher	\$60,583 Pro-Rated	MS	on or about 2-15-23	6-30-23	Leave Replacement Pending receipt of all required paperwork
4	John Heine	Approve	Golf Coach	\$4,769.00	HS	Start of Season	End of Season	Tier 4 Step 1
5	Jennifer Jessen	Approve	Special Education Teacher	\$1,400.00	HS	1-17-23	6-30-23	5th Preparation, per contract
6	Michael Quinto	Approve	Special Education Teacher	\$1,400.00	HS	1-17-23	6-30-23	5th Preparation, per contract
7	Cheryl Yanoff	Approve	Special Education Teacher	\$1,400.00	HS	1-17-23	6-30-23	5th Preparation, per contract
8	Joseph Bamford	Approve	Special Education Teacher	\$900.00	HS	1-17-23	6-30-23	Additional Partnerships, per contract
9	Marissa Cafaro	Approve	Substitute Teacher	\$130.00/day	District	1-25-23	6-30-23	Pending completion of all required paperwork
10	Lori Finnegan	Approve	Substitute Teacher	\$130.00/day	District	1-25-23	6-30-23	Pending completion of all required paperwork
11	Jordon Savacool	Approve	Substitute Teacher	\$130.00/day	District	1-25-23	6-30-23	Pending completion of all required paperwork
12	Cristen Tierney	Approve	Substitute Teacher	\$130.00/day	District	1-25-23	6-30-23	Pending completion of all required paperwork
13	Lisa Smith	Approve	Project Succeed	\$46/hr	MS	2-2-23	5-25-23	After School Academic Support
14	Laura Muroski	Approve	Project Succeed	\$46/hr	MS	2-2-23	5-25-23	After School Academic Support
15	Danielle Miksch	Approve	Project Succeed	\$46/hr	MS	2-2-23	5-25-23	After School Academic Support
16	Penny Giamoni	Approve	Project Succeed	\$46/hr	MS	2-2-23	5-25-23	After School Academic Support

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
17	Jodi Longo	Rescind	Head Softball Coach	\$8,720.00	HS	Start of Season	End of Season	Personnel 1., Code #4, November 15, 2022 Agenda
18	Renee Smola	Approve	Head Softball Coach	\$8,720.00	HS	Start of Season	End of Season	Step 4; Tier 3
19	Craig Green	Approve	Asst. Softball Coach	\$6,883.00	HS	Start of Season	End of Season	Step 4; Tier 3
20	Alexandra Polakowski	Approve	Film Teacher	\$64,883.00	HS	On or About 4-3-23	6-30-23	MA, Step 3; Pending completion of all required paperwork.
21	Renee Smola	Rescind	Asst. Coach - Softball	\$6,883.00	HS	Start of Season	End of Season	Step 4; Tier 3

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	Michael Mason, Director of Plants & Facilities	NJSBGH 25th Annual Conference Expo	Harrah's Waterfront Conference Center, Atlantic City NJ	\$325 Registration, \$300 Hotel + Mileage	March 19-22, 2023

*3. Motion to remove the following personnel from the Substitute Listing as noted:

Ellen Garzon - Substitute Nurse	Amy Haines - Substitute Teacher
Erica Hoff - Substitute Nurse	Rebecca Kraeutler - Substitute Nurse
Melissa Matas - Substitute Teacher	Dorothy Momanyi - Substitute Nurse
Patricia Titus - Substitute Nurse	Ashlee Garo - Substitute Nurse
Luke Costello - Substitute Teacher	Beth Goldberg - Substitute Teacher

*4. 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	Nicholas Gorab	Intern	N/A	N/A	HS	1-25-23	4-30-23	4 Hours of in-classroom observations under direction of Centenary University & Keith Dennison

2	Michael Danza	Intern	N/A	N/A	HS	1-25-23	4-30-23	4 Hours of in-classroom observations under direction of Centenary University & Keith Dennison
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Approval of Personnel 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			
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, as amended and described below:

*1. Motion to approve the **First 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 - None
 HS - 2022-2023 - 003, 004

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Christine Tyburczy	HS Peer Leader	Transportation	MS Students
2	Jennifer Giamoni	NJ State Bar Association County Mock Trial Competition	Transportation	
3	Jennifer Giamoni	NJ State Bar Association Mock Trial	Transportation	If advance from County Level
4	DeanaMarie Balas Cedric Hickerson	InfoAge Museum	*	*Expenses for transportation, admission & lunch are covered by NJSACC
5	Glenn Barker	Rutgers College of Engineering, Piscataway NJ	Transportation	HS Students

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 Mr. Piasecki and seconded by Mrs. Hansen 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 December, 2022 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 December, 2022; 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 January 4, 2023 through January 24, 2023, in the amount of \$2,101,033.19.

*3. Motion to approve Student Activities bill list for the period December 1, 2022 through December 31, 2022 in the amount of \$10,919.33.

*4. Motion to approve Athletic bill list for the period December 1, 2022 through December 31, 2022 in the amount of \$7,161.00.

*5. Motion to approve Cafeteria bill list for the period of October 1, 2022 through December 31, 2022 in the amount of \$192,818.24.

*6. Motion to approve transfers in the amount of \$57,804.45 for the month of December, 2022.

*7. Motion to approve Home/Bedside Instruction Agreement with Educational Services Commission of New Jersey for Student #4835097019, commencing December 21, 2022 until further notice, in the amount of \$74.00 per hour for a total of 10 hours per week.

*8. Motion to approve Transition Services Contracts with Abilities of Northwest Jersey Inc. for Student #1066751091, Student #3548329147 and Student #9553159645, commencing January 23, 2023 through May 26, 2023, at a rate of \$37.00 per hour plus \$200.00 for admission and discovery intake fees per student.

*9. The Warren Hills Regional Schools Board of Education authorizes Design Resources Group Architects, AIA, Inc. of 270 Davidson Avenue, Suite 303., Somerset, NJ 08873, to make January 24, 2023

any required updates, as required by NJDOE, to the district’s LRFP and to make any subsequent project submissions (including but not limited to: project applications, schematic drawings, educational specifications, etc.) to the New Jersey Department of Education on behalf of the Warren Hills Regional School Board of Education for the following projects:

- Warren Hills Regional Board of Education Building - AHU replacement
- Warren Hills Regional Excel Building - Boiler Replacement
- Warren Hills Regional Middle School – HVAC upgrades
- Warren Hills Regional High School – Boilers, HVAC upgrades & UV replacement

*10. Motion to approve Change Order No. 009 for the Excel Building in the amount of \$10,886.72 after \$5,000.00 allowance this increases the contract by \$5,886.72. This is for the increase in fencing costs.

*11. Motion to approve the proposal by T.G. Basile Inc. for the trench drain repair at the Warren Hills Regional High School in the amount of \$7,435.00.

*12. Motion to accept, with gratitude, the donation of \$400.00 from an employee at Google disbursed through The American Online Giving Foundation, Benevity’s foundation partner, for the Compute Science Student Activity pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*13. Motion to accept, with gratitude, the donation of \$500.00 from The Police Benevolent Association for the Warren Hills Regional High School Cheerleaders for their cheerleading program’s annual trip to Florida for the UCA National Championships pursuant to Policy 7230, GIFTS, GRANTS and DONATIONS.

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		Ck # 057756	
Paula Merrill	X			
Corey Piasecki	X			
Christopher Cannavo	X			
Molly Fraumeni	X			

O. Public Comment

None

Q. Adjournment 8:37 p.m.

Approval to Adjourn

Motion by Mr. Piasecki and seconded by Mrs. Hansen to adjourn at 8:37 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere

Business Administrator/Board Secretary