

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**January 4, 2022**

**6:30 p.m. – Regular Meeting**

**A. Call to Order** - Mrs. Donnamarie Palmiere, Board Secretary/Business Administrator

**B. Roll Call** - Mrs. Donnamarie Palmiere, Board Secretary/Business Administrator

Joseph Bodenschatz		Lisa Marshall
Christopher Cannavo	Eric Horton	Corey Piasecki
	Sam Knutson	Eric Walls

Due to the COVID-19 health crisis, this meeting of the Board of Education will not be physically open to the public. This is to ensure we follow best practices for social distancing. The board meeting will be live-streamed to the public via Zoom (<https://zoom.us>). The link to the meeting will be posted on the District’s website. The link can also be found within the posted agenda for this meeting, which is on the District’s website. During the meeting, an announcement will be made for any members of the public that wish to participate. At that time, type a question/comment into the chat feature of Zoom. All participants must provide their name and address, and your comment and/or question will be included in the Board’s public record of the meeting, just as it would for a standard Board meeting and will be read aloud by the Board Secretary. Electronic notice of this meeting was posted on the district website.

Join Zoom Meeting

<https://us02web.zoom.us/j/89419303292?pwd=K3MxR0hmR2hwSnBncG53VUVCZ25MUT09>

**Pledge of Allegiance**

**C. Oath of Office to be administered to the newly elected and re-elected Board of Education members by Board Secretary:**

<b>DISTRICT</b>	<b>NAME</b>	<b>TERM</b>
Franklin Township	Jean Hansen	Unexpired 2 year 1/1/22-12/31/23
Mansfield Township	Molly Fraumeni	Expired 3 year 1/1/22-12/31/24
Washington Borough	Eric Horton	Unexpired 1 year 1/1/22 – 12/31/22
Washington Township	Sam Knutson	Expired 3 year 1/1/22 – 12/31/24

**D. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1**

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

**E. NOMINATION FOR THE POSITION OF BOARD PRESIDENT**

Motion by \_\_\_\_\_, to nominate \_\_\_\_\_, for President of the Warren Hills Regional Board of Education.

Motion to close the nominations for President \_\_\_\_\_

Second to close the nominations for President \_\_\_\_\_

Approval to Elect Board President

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

Newly elected President assumes chair

**F. NOMINATION FOR THE POSITION OF BOARD VICE PRESIDENT**

Motion by \_\_\_\_\_, to nominate \_\_\_\_\_, for Vice President of the Warren Hills Regional Board of Education.

Motion to close the nominations for Vice President \_\_\_\_\_

Second to close the nominations for Vice President \_\_\_\_\_

Approval to Elect Board Vice President

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

Newly elected Vice President assumes chair

**G. Board Reorganization Motions for the period ending December 31, 2022:**

\*1. Motion to approve the 2022 Warren Hills Regional Board of Education meeting calendar, as attached. Meetings to be held at the Board Office, Bowerstown Campus at 6:30 p.m. for Executive Session and 7:15 p.m. for regular session.

\*2. Motion to appoint \_\_\_\_\_ as Delegate of the New Jersey School Boards Association.

\*3. Motion to appoint \_\_\_\_\_ as Alternate Delegate to the New Jersey School Boards Association.

\*4. Motion to appoint \_\_\_\_\_ as Delegate to the Warren County School Boards Association.

Approve Reorganization Motions

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

**H. Executive Session- 6:30 p.m. (If Necessary)**

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:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				

Eric Walls				
Corey Piasecki				

**I. Reconvene: 7:00 p.m.**

**Approval to Reconvene**

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

**President’s Announcement:** Adequate and electronic 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 and Washington. Also, an electronic notice of this meeting was posted on the WHRSD website.

**Our Mission Statement**

The Warren Hills Regional School District challenges and empowers a dynamic, diverse student body in a supportive learning environment by providing academic and co-curricular opportunities to become successful, productive members of the global community.

**Approval of Board Minutes**

- December 14, 2021 Regular and Executive Session Meetings

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

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

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

**L. Presenter(s): PTSA – Mrs. Kavcak**

**M. Goals:**

**Warren Hills Board of Education District Goals for 2021-22**

1. Implement and support an articulation structure that identifies curricular strength and weakness for grades 7-12, provides resources to cluster sending districts for curricular alignment in grade 6 and improve student achievement.
2. Ensure best practices related to inclusion, diversity and equity 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.
3. Implement Curriculum Pathways for the 2021-2022 school year focused on preparing students for life beyond Warren Hills, including but not limited to vocation, careers, and college. Pathways will appear as part of the Program of Studies.
4. Create and implement programs, provide resources, and offer support to students, parents, faculty & staff related to Mental Health Awareness in collaboration with local and state agencies.

**Warren Hills Board of Education Board Goal for 2021-22**

1. Provide support to the administration, faculty and staff in the pursuit and achievement of the district goals.

**N. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	December 20, 2021	By Chair: Mr. Knutson
Education, Policy & Technology	No meeting held	By Chair: Mr. Bodenschatz
Personnel & Student Activities	No meeting held	By Chair: Mr. Walls
Negotiations	No meeting held	By Chair: Ms. Marshall

**O. Old Business**

**P. New Business**

**Q. Public Comment – concerning action items.**

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.

**R. ACTION ITEMS**

**I. PERSONNEL**

\*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	Ronald Smith	Approve	IT Specialist	\$46,000, prorated	District	1/3/22	6/30/22	All paperwork complete & on file-replaces Kim Cnrto
2	Jacob Gilby	Approve	Outside Maintenance Personnel	\$34,594, prorated	District	1/5/22	6/30/22	Transfer from 2 <sup>nd</sup> shift custodian - Replaces Paul Jacobson
3	Jeffrey VanNorman	Approve	Second Shift Custodian	\$33,825, prorated	District	As soon as practical	6/30/22	Pending receipt of all required paperwork
4	Rebecca Ladiana-Flanery	Accept	Social Worker	\$88,445	Middle School	10/1/22	10/1/22	Retirement
5	Michele Sbriscia	Accept	Administrative Assistant to the Superintendent	\$70,742	District	7/1/22	7/1/22	Retirement
6	Lauren Voight	Accept	Vocal Music Director	\$3,500	High School	1/4/22	1/4/22	Resignation – Spring Musical
7	Scott Mosher	Approve	Assistant Robotics Coach	\$3,601, prorated	High School	As soon as practical	6/30/22	Tier 4, Step 1 -Pending receipt of all required paperwork
8	Samantha Dugan	Approve	Substitute Teacher	\$130/day	District	1/5/22	6/30/22	All paperwork complete & on file
9	MarieElena Betro	Approve	Substitute Teacher	\$130/day	District	1/5/22	6/30/22	All paperwork complete & on file

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
10	Edwin Modugno	Approve	Substitute Teacher	\$130/day	District	1/5/22	6/30/22	Pending receipt of all required paperwork
11	Bonita Duryea	Approve	School Nurse	\$800 Stipend	High School	Start of Season	End of Season	Winter Physicals
12	Michelle Gaffney	Approve	School Nurse	\$300 Stipend	Middle School	Start of Season	End of Season	Winter Physicals
13	Bonita Duryea	Approve	School Nurse	\$800 Stipend	High School	Start of Season	End of Season	Spring Physicals
14	Michelle Gaffney	Approve	School Nurse	\$300 Stipend	Middle School	Start of Season	End of Season	Spring Physicals
15	Jessica Morgan	Approve	New Teacher Mentor	\$440	Middle School	1/3/22	1/1/23	Mentoring Karen Lerch - German
16	Debra Rokosny	Rescind	New Teacher Mentor	N/A	High School	12/22/21	12/22/21	Social Studies Mentor
17	Lyandra Ross	Approve	New Teacher Mentor	\$440, prorated	High School	1/3/22	6/30/22	Mentoring Julie Bianco – Social Studies
18	Brian Johnson	Approve	Substitute Custodian	\$16/hour	District	1/5/22	6/30/22	Pending receipt of all required paperwork
19	Heather Mikaliunas	Approve	Substitute Security	\$20/hour	District	1/5/22	6/30/22	Pending receipt of all required paperwork

**Approval of Personnel Motions**

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

**II. EDUCATION AND POLICY**

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

MS – 21-22 - 008  
HS - 21-22 - 007



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

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Elise Tooker, Renee Smola & Craig Green	NJAHPERD Conference	Long Branch, NJ	\$518. Each for registration, mileage & lodging	February 14-16, 2022
2	Amanda Brown	NJAHPERD Conference	Long Branch, NJ	\$149. Registration + Mileage	February 16, 2022
3	Earl Clymer, III	NJASA Technology Conference – TECHSPO 2022	Atlantic City, NJ	\$299. Registration + Mileage	January 27, 2022
4	Aaron Feldman	World Softball Coaches Convention	Mohican Sun, Connecticut	\$189. Registration + Mileage	January 13-15, 2022

### Approval of Education & Policy Motions

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

### I. BUDGET AND FINANCE

\*1. The Warren Hills Regional Board of Education approves the November, 2021 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 November, 2021; 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 December 15, 2021 through January 4, 2021, in the amount of \$2,840,599.08.

\*3. Motion to approve Student Activities bill list for the period November 1, 2021 through November 30, 2021 in the amount of \$36,004.91.

\*4. Motion to approve Athletic bill list for the period November 1, 2021 through November 30, 2021 in the amount of \$2,775.00.

\*5. Motion to approve transfers in the amount of \$176,976.91 for the month of November, 2021.

\*6. Motion to approve US OMNI & TSACG Compliance Services to act as a Third Party Administrator for Warren Hills School District. (Fees paid by providers.)

\*7. Motion to approve a contract with AllRisk, Inc. to perform mold remediation services at the Excel Building under Educational Services Commission of New Jersey State Approved COOP #65MCESCCPS Bid ESCNJ 17/18-34 at a cost of \$84,805.98.

\*8. Motion to approve the following Special Education Tuition Contract for the 2021-2022 regular school year:

Student	School	Amount	Aide	Effective
4639798820	Hunterdon Preparatory	\$48,465.00	N/A	12/17/21-6/10/22

\*9. Motion to use CRRSA ESSER II Funds to pay the following substitute nurses to help with COVID.

Sandra Dantzler	11/01/21 – 6/30/22	\$250.00 day
Elin Delghiaccio	12/01/21 – 6/30/22	\$250.00 day

\*10. Motion to use Title IIA for the following Curriculum Writing.

Richard Patricia	Cinema/TV Production	\$45/hour – not to exceed 60 hours
Mark Smith	Technology Education	\$45/hour – not to exceed 10 hours
Jeremy Willis	General Woodwork	\$45/hour – not to exceed 10 hours
Lauren Voight	Concert Choir/Advanced Concert Choir/Fundamentals of Music/Vocal & Dramatic Arts	\$45/hour – not to exceed 70 hours
Daryl Detrick	Intro to Cybersecurity	\$45/hour – not to exceed 10 hours

Lisa Pysher	Geometry	\$45/hour – not to exceed 20 hours
Adam Slack	Foundations in Robotics/ Synching Safety Tests into Curriculum Maps	\$45/hour – not to exceed 20 hours
Jeremy Willis	Honors Advanced Topics in Engineering	\$45/hour – not to exceed 10 hours
Daniel Diveny	Art & Graphics	\$45/hour – not to exceed 10 hours
Nicole Labrit-Petrewski	Vocal & Dramatic Arts	\$45/hour – not to exceed 10 hours
Timothy Zavacki	Synching Safety Tests into Curriculum Maps	\$45/hour – not to exceed 10 hours

Approval of Budget & Finance Motions

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

S. Public Comment

T. Second Executive Session (If Necessary)

Approval to go into Second Executive Session

Approval to Reconvene

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

**U. Adjournment \_\_\_\_\_ p.m.**

Approval to Adjourn

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Christopher Cannavo				
Molly Fraumeni				
Jean Hansen				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Eric Walls				
Corey Piasecki				

**\*Roll Call**

WARREN HILLS REGIONAL  
BOARD OF EDUCATION  
MEETING CALENDAR  
**DRAFT - 2022**

	<u>Due Date for Agenda Items</u>
Tues. January 4 - Reorganization	
Tues January 25	Jan. 21
Tues February 8 & 22 (If Needed: Budget & Personnel)	Feb. 4
Tues March 1 & 15	Feb. 25 & Mar. 11
Tues April 5 & 26 (Public Budget Hearing)	Apr. 8 & 22
Tues May 10 & 24 (Budget approval & Personnel Renewal Meeting)	May 6
Tues June 7 & 28	Jun. 3 & 24
Tues July 12, if necessary	Jul. 8
Tues August 16	Aug. 12
Tues September 13 & 27	Sep. 9 & 23
Tues October 18	Oct. 7
Tues November 15	Nov. 11
Tues December 13	Dec. 9

Tues January 3, 2023 Reorganization - PUBLIC SESSION begins @ 6:30 p.m.

Executive Session starts at 6:30 p.m. and **Regular Meeting at 7:15 p.m.**