

WARREN HILLS REGIONAL BOARD OF EDUCATION

November 16, 2021

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order - Mr. Corey Piasecki, President

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

Joseph Bodenschatz	Eric Horton	Eric Walls
Christopher Cannavo	Lisa Marshall	Christine Pi
Sam Knutson	Paul Figalora	Corey Piasecki

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/83759077916?pwd=R0ZITGhqUnVocE9uSEpXaDILT2M0QT09>

C. 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	Nays	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

D. Reconvene: 7:00 p.m.

Approval to Reconvene

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

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.

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.

Pledge of Allegiance

Approval of Board Minutes

- October 12, 2021 Regular & Executive Session Meetings

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

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

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

G. Presenter(s):

H. Goals:

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No meeting held	By Chair: Mr. Knutson
Education, Policy & Technology	November 8, 2021	By Chair: Mr. Bodenschatz
Personnel & Student Activities	November 1, 2021	By Chair: Mr. Walls
Negotiations	November 8, 2021	By Chair: Ms. Marshall

J. Old Business

K. New Business

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.

M. ACTION ITEMS

I. PERSONNEL

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

All 20-21 salaries remain in effect for the 21-22 school year, pending contract negotiations

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Kerryn Bakken	Accept	German Teacher	\$56,220	Middle School	12/31/21	12/31/21	Resignation
2	Ashley Stettner	Approve	Board Certified Behavioral Analyst	\$85,000, prorated	District	12/1/21	6/30/22	Pending receipt of required paperwork
3	Amanda Jackson	Approve	Science Teacher	\$55,720, prorated	Middle School	On or about 1/3/22	6/30/22	Replaces Paul Irzinski, Step 2, BA, pending receipt of required paperwork
4	Carol Brennan	Approve	Guidance Secretary	\$50,954, prorated	High School	11/1/21	6/30/22	Replaces Lori Parfitt All paperwork complete & on file
5	Jessica Gullett	Approve	Child Study Team Secretary	\$37,759, prorated	Middle School	11/1/21	6/30/22	Replaces Dana Cadigan All paperwork complete & on file
6	Amy Haines	Approve	Leave Replacement English Teacher	\$55,720, prorated	Middle School	11/15/21	On or about 12/15/21	Step B-2, BA
7	Kimberly Kavcak	Approve	Head Winter Track Coach	\$8,720, stipend	High School	Start of Winter Season	End of Season	Tier 3, Step 4 – Replaces Robert Carroll
8	Patrick Kablis	Approve	Winter Strength & Conditioning Coach	\$2,500, stipend	High School	11/17/21	End of Season	N/A
9	Geri McKelvey	Approve	Spring Testing Coordinator	\$4,000, stipend	Middle School	11/17/21	End of Testing	N/A
10	Theresa Chapman	Approve	Spring Testing Coordinator	\$4,000, stipend	High School	11/17/21	End of Testing	N/A
11	Maxinne Spann	Approve	Substitute Teacher	\$130/day	District	11/17/21	6/30/22	All paperwork complete & on file
12	Shane Plenge	Approve	Substitute Teacher	\$130/day	District	11/17/21	6/30/22	All paperwork complete & on file

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
13	Nancy Anderson	Approve	Substitute Teacher	\$130/day	District	11/17/21	6/30/22	All paperwork complete & on file
14	Salvatore Montero	Approve	Substitute Teacher	\$130/day	District	11/17/21	6/30/22	All paperwork complete & on file
15	Nicole Bogli	Approve	Custodian	\$38,769	High School	11/17/21	6/30/22	Moves from Night Shift to Day Shift – Replaces Jonathan Powers

*2. Resolved, upon the recommendation of the Superintendent that the Board of Education appoints the following coaches for the Spring, 2021-22 athletic season;

Be it further resolved, that said appointment is contingent on there being a regular athletic season:

All 20-21 salaries remain in effect for the 21-22 school year, pending contract negotiations

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Jodi Longo	Approve	Head Softball Coach	\$8,720	High School	Start of Season	End of Season	Tier 3, Step 4
2	Renee Smola	Approve	Assistant Softball Coach	\$6,883	High School	Start of Season	End of Season	Tier 3, Step 4
3	Craig Green	Approve	Head Softball Coach	\$5,432	Middle School	Start of Season	End of Season	Tier 3, Step 4
4	Aaron Feldman	Approve	Head Baseball Coach	\$8,720	High School	Start of Season	End of Season	Tier 3, Step 4 – Pending receipt of all required paperwork
5	Joseph Bamford	Approve	Head Baseball Coach	\$5,432	Middle School	Start of Season	End of Season	Tier 3, Step 4
6	Patrick Kablis	Approve	Head Boys Lacrosse Coach	\$8,720	High School	Start of Season	End of Season	Tier 3, Step 4
7	Robert Miller	Approve	Assistant Boys Lacrosse Coach	\$6,883	High School	Start of Season	End of Season	Tier 3, Step 4
8	Nicholas Sarlo	Approve	Assistant Boys Lacrosse Coach	\$6,883	High School	Start of Season	End of Season	Tier 3, Step 4
9	Megan Bublitz	Approve	Head Girls Lacrosse Coach	\$8,720	High School	Start of Season	End of Season	Tier 3, Step 4
10	Erica Chesniak	Approve	Assistant Girls Lacrosse Coach	\$5,444	High School	Start of Season	End of Season	Tier 3, Step 3
11	Todd Solecitto	Approve	Head Golf Coach	\$7,217	High School	Start of Season	End of Season	Tier 4, Step 4
12	Daniel Montgomery	Approve	Head Boys Tennis Coach	\$5,419	High School	Start of Season	End of Season	Tier 4, Step 3

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
13	Janice DiMaio	Approve	Assistant Boys Tennis Coach	\$3,601	High School	Start of Season	End of Season	Tier 4, Step 1
14	Kimberly Kavcak	Approve	Head Girls Track Coach	\$5,432	Middle School	Start of Season	End of Season	Tier 3, Step 4
15	Daniel Diveny	Approve	Head Boys Track Coach	\$5,432	Middle School	Start of Season	End of Season	Tier 3, Step 4
16	Tasjaana Miraglia	Approve	Assistant Girls & Boys Track Coach	\$3,000	Middle School	Start of Season	End of Season	Tier 3, Step 1

*3. Motion to approve the following medical / maternity leave of absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	35774603	Maternity	Teacher	MS	On or about 3/7/22	36	On or about 5/2/22	On or about 5/2/22	N/A	2022-23 school year	N/A

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

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Coleen Hannigan	Approve	N/A	N/A	High School	11/17/21	6/30/22	Volunteer – FFA Program
2	Matthew Tidona	Approve	N/A	N/A	High School	11/17/21	Upon completion	Observations under the direction of Mr. Kavcak
3	Lowell Perkins	Approve	N/A	N/A	High School	11/17/21	Upon completion	Observations under the direction of Mr. Kavcak

*5. Motion to approve the following job description as recommended by the superintendent and Personnel Committee:

Guidance Secretary
Board Certified Behavioral Analyst
Director of School Counseling Services

*6. Motion to approve the following substitute pay rates for the 2021-2022 school year, effective December 1, 2021:

Substitute Custodians \$16.25/hour \$17.25/hour with black seal license
Substitute Secretaries \$16.00/hour

*7. Be it resolved, the Warren Hills Regional Board of Education approves a change in athletic conferences, football only, from the Big Central Conference to the North Jersey Super Football Conference, effective for the 2022 fall season.

Approval of Personnel Motions

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

II. EDUCATION AND POLICY

*1. Motion to approve the Warren Hills Regional District Goals for the 2021-2022 school year. [H. Goals]

*2. Motion to approve the Warren Hills Regional Board of Education Goal for 2021-2022 school year. [H. Goals]

*3. Motion to approve the **first reading** of the following revised policy for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

- | | |
|------------------------|---|
| 1648.13 | School Employee Vaccination Requirements |
| 1648.14 | Safety Plan for Healthcare Settings in School Buildings – COVID-19 |
| 2312 P&Regs | Class Size |
| 5751 Regs | Sexual Harassment of Students |

*4. Motion to approve the **second and final reading** of the following revised policy for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

2425 Emergency Virtual or Remote Instruction Program

*5. Motion to approve the Nursing Services Plan for the 2021-2022 school year as per N.J.A.C. 6A:16-2.18(B).

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

MS – 19-20 - 003, 004 & 005

HS - 19-20 - 004 & 005

*7. Motion to accept the annual Student Safety & Data System Report for the school year 2020-2021 as reported by the Superintendent.

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Patricia Smith	FFA Fall Career Development	Transportation	\$44/Team – FFA Student Activities
2	Christine Tyburczy	Peer Leaders for HIB Program Prevention Presentation	Transportation	N/A
3	Lauren Voight	Advanced Choir to Choral Palooza	Transportation	N/A
4	Richard Patricia	Select Choir to Choral Festival	Transportation	N/A
5	Mary Kaye Bartek	MS Ski Club	N/A	4 separate trips
6	Kimberlee Sweet, Corinne Marsan & Morgan Reiner	National Cheerleading Competition	Transportation to & from airport	N/A

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

Code	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Renee Smola	World Softball Coaches Convention	Connecticut	\$135. Registration + Mileage	January 15, 2022
2	Timothy Downs	Cultivating Well-Being & Emotional Resilience	Virtual	\$149. Registration	Various dates in the series after school hours
3	Patricia Smith	Agriculture teacher to accept Teacher Turn Key Award for New Jersey	New Orleans, LA	Substitute + Incidentals	November 29 – December 4, 2021 - Transportation, Lodging & conference paid by NAAE
3	Margaret Devine	Winter Poetry & Prase Getaway	Galloway, NJ	\$495. Registration + Mileage	January 14-17, 2022
4	Margaret Devine	NCTE Annual Convention	Virtual	\$199. Registration	November 18 & 19, 2021
5	Alison Loro, Carmello Chiara & Jodi Edmonds	Workshop-What's New in Young Adult Literature & How to Use It	West Orange, NJ	\$259. Registration each, Mileage & Substitutes	January 7, 2022 – Title II Funds
6	Kimberly Tomasino	Annual Suicide Prevention Conference	Virtual & Picataway, NJ	\$70. Registration + Mileage	December 2, 2021 & April 7, 2022

*10. Motion to approve the following resolution for school bus emergency evacuation drills pursuant to the New Jersey Administrative Code (N.J.A.C. 6A:27-11.2):

WHEREAS, school administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school and;

WHEREAS, the school bus driver and bus aide shall participate in the emergency exit drills, and;

WHEREAS, drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity, and;

WHEREAS, drills shall be documented in the minutes of the local Board of Education at the first board meeting following the completion of the emergency exit drill;

So be it resolved that the Board of Education acknowledges that a school bus emergency evacuation drill was held on November 2, 2021 between 7:30 a.m. – 9:00 a.m. at the Warren Hills Regional Middle and High Schools. This drill was supervised by Robert Cacchio, Warren Hills Regional Middle School Assistant Principal, and Susan Rader, Warren Hills Regional High School Assistant Principal, and included the following bus routes: GST bus routes 1, 2, 5, 11, 17, 18, 19, 35, 40, 61SP, 62SP; Snyder Bus routes Sh2, Sh3, Sh4, Sh6, Sh7, 1, 2, 3, 4, 6, 7, 9, 12, 13, 14AB, 15AB, 16, 20, 21, 22, 23, and 25SP, 26 & 27; Krapf Bus routes WH10, WH29 & WH8 and Sh1.

Approval of Education & Policy Motions

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

III. BUDGET AND FINANCE

*1. The Warren Hills Regional Board of Education approves the September, 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 September, 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 October 14, 2021 through November 12, 2021, in the amount of \$4,340,626.77.

*3. Motion to approve the cafeteria bill list for the period July 1, 2021 through September 30, 2021 in the amount of \$32,469.14.

*4. Motion to approve Student Activities bill list for the period September 1, 2021 through September 30, 2021 in the amount of \$1,179.20.

*5. Motion to approve Athletic bill list for the period September 1, 2021 through September 30, 2021 in the amount of \$2,882.02.

*6. Motion to approve transfers in the amount of \$148,595.74 for the month of September, 2021.

*7. Motion to approve Home/Bedside Instruction Agreement with Saint Clare's Hospital for Student #6233681596 commencing October 22, 2021 through October 27, 2021, in the amount of \$55.00 per hour for a total of 5 hours per week.

*8. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #6701633787, commencing November 1, 2021 until further notice, in the amount of \$51.50 per hour for a total of 10 hours per week and an additional 33% for administrative and preparation costs.

*9. Motion to approve Home/Bedside Instruction Agreement with Saint Clare's Hospital for Student #7976198194 commencing October 1, 2021 until further notice, in the amount of \$55.00 per hour for a total of 5 hours per week.

*10. Motion to approve a Tuition Contract with Oxford Township School District to accept the following student for the 2021-2022 school year:

Student	Program	Amount	Effective
5012469004	BD Program	\$19,200.00	11/1/21-6/30/22

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

Student	School	Amount	Aide	Effective
2825760871	Bonnie Brae	\$68,460.00	N/A	10/5/21-6/24/22

*12. Motion to approve the Annual Required Maintenance Budget Amount Worksheet [Form M-1] and the FY 2021-2022 Comprehensive Maintenance Plan.

*13. Motion to approve the 2022-2023 Budget Calendar.

*14. Motion to accept and approve the submission of American Rescue Plan – ESSER III as follows:

ESSER III	\$1,078,226.00
Accelerated Learning Coaching & Educator Support	\$ 132,885.00
Evidence-Based Summer Learning and Enrichment	\$ 40,000.00
Evidence-Based Comprehensive Beyond the School Day	\$ 40,000.00
NJTSS Mental Health Support Staffing	\$ 45,000.00

*15. Motion to submit Amendment 1 of the ESEA FY 21-22 Grant to include FY 20-21 carryover as follows:

Title I Part A	\$44,216.00
Title I SIA	\$ 3,343.00
Title II Part A	\$30,397.00

*16. Motion to approve a contract with Homecare Therapies dba/Horizon Healthcare Staffing to provide Student Transportation Nursing Services for Student #2612772623 for the 2021-2022 school year, commencing September 24, 2021 – June 30, 2022, in the amount of \$75 per hour.

*17. Motion to approve the attached list of Use of Facilities for the 2021-2022 school year. [Attachment A]

*18. Motion to accept, with gratitude, the donation of a Simplicity riding lawn tractor from Rob and Elin Delghiaccio to the High School Marching Band pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*19. Motion to accept, with gratitude, the donation of plastic bins from QuVa Pharma for storage throughout the school district pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*20. Motion to accept, with gratitude, the donation of a \$400 BluEdge banner from Daniel Gabrich, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*21. Motion to accept, with gratitude, the donation of 30 Chromebooks, with a total value of approximately \$3000.00, from Nationwide Insurance, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

Approval of Budget & Finance Motions

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

O. Public Comment

P. Second Executive Session (If Necessary)

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

Approval to go into Second Executive Session

Approval to Reconvene

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

Q. Adjournment _____ p.m.

Approval to Adjourn

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

***Roll Call**