

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**DRAFT**

**September 28, 2021**

**DRAFT**

**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/89533309774?pwd=VC9wLzBITXVLdGd6dTNUZlZlRzRVNzd09>

**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

- August 17, 2021 Regular & Executive Session Meetings
- September 14, 2021 Regular & Executive Session Meetings

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				

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	September 27, 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	September 23, 2021	By Chair: Ms. Marshall

J. Old Business - Board Resolution to support NJSBA efforts to reverse waiver required for bus drivers CDL License

K. New Business

L. Public Comment – concerning action items.

Public comment shall be governed by the Board of Education Bylaw 0167. 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 uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other person which the staff member or other person may consider defamatory and/or slanderous, as that individual retains all rights to pursue any legal remedies against you.

5. The presiding officer may:
  - a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
  - b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
  - c. Request any person to leave the meeting when that person does not observe reasonable decorum;
  - d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;

**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	Lori Parfitt	Accept	Guidance Secretary	\$54,546	High School	11/3/21	11/3/21	Resignation
2	Eric Cawthorne	Accept	IT Specialist	\$46,000	District	9/24/21	9/24/21	Resignation
3	Kristin Angiuoli	Accept	Paraprofessional	\$26.70/hour	Middle School	10/8/21	10/8/21	Resignation
4	Thomas Kimpland	Approve	Paraprofessional	\$26.29/hour	High School	9/29/21	6/30/22	5.75 hours/day – Aide AA – Step 4
5	Loretta Kirkpatrick	Approve	Substitute Teacher	\$90/day	District	9/29/21	6/30/22	All paperwork complete & on file
6	Kenneth Petrovcik	Approve	Part-time School Resource	\$21.65/hour	High School	9/29/21	6/30/22	10:30 am- 3:30 pm

7	Stephanie Ghilon	Approve	Part-time School Resource	\$21.65/hour	Middle School	9/29/21	6/30/22	10:30 am- 1:00 pm Pending receipt of all required paperwork
8	Keith Romanowski	Approve	Substitute Resource Personnel & Event Security	\$16.00/hour \$40.00/hour for events	District	9/29/21	6/30/22	N/A
9	Robert Beam	Approve	Part-time Custodian	\$15.25/hour [Black Seal]	District	9/29/21	6/30/22	Pending receipt of all required paperwork
10	William Quinn	Approve	Substitute Driver	Weekday \$19.00/hr Weekend \$19.50/hr Mail Run \$20.50/hr. Meeting/Training \$12.50/hr	District	10/4/21	6/30/22	Pending receipt of all required paperwork
11	Lisa Perry	Approve	Substitute Secretary	\$14.00/hour	District	9/29/21	6/30/22	Pending receipt of all required paperwork
12	Margaret Faulborn	Approve	Substitute Resource Personnel	\$16.00/hour	District	9/29/21	6/30/22	Pending receipt of all required paperwork

\*2. Motion to approve the following Resolution:

Resolved, upon the recommendation of the Superintendent that the employment of Employee I.D.# 53058855 is hereby terminated on October 23, 2021.

\*3. Motion to approve the following teacher mentor training hours for the 2021-2022 school year:

Mentor Name	Nature of Action	Position	Salary	Location	Discussion
LeeAnn Kubbishun	Approve	Mentor Training	\$30/hour	HS	Not to exceed 2 hours

\*4. Motion to approve the following teacher mentors and stipends for the 2021-2022 school year:

Mentor Name	Position	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
LeeAnn Kubbishun	New Teacher Mentor	\$440, prorated	High School	9/14/21	On or about 5/2/2022	Mentoring <b>Erin McCormick</b> <b>HS School Counselor</b>

5. 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	Mark Smith	Volunteer	N/A	N/A	MS & HS	9/29/21	End of Season	MS Archery Program

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/Stipend	Location	Date Effective	Date Terminated	Discussion
2	Adam Slack	Volunteer	N/A	N/A	MS & HS	9/29/21	End of Season	MS Archery Program
3	Carolyn Serrao	Volunteer	N/A	N/A	HS	9/29/21	6/30/22	FFA Program
4	Michael Coates	Volunteer	N/A	N/A	HS	9/29/21	End of Seasons	Soccer & Basketball Programs

### Approval of Personnel 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				

## II. EDUCATION AND POLICY

\*1. Motion to approve the **first reading** of the following revised policy regulation for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

**6162 Regs** Corporate Sponsorship

\*2. Motion to approve the **second and final reading** of the following new and revised policies and regulations 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
- 1684.11 P** The Road Forward Covid-19 Health and Safety
- 2422 P** Comprehensive Health and Physical Education
- 2467 P** Surrogate Parents and Resource Family Parents
- 5111 P** Eligibility of Resident/Nonresident Students
- 5116 P** Education of Homeless Children
- 6115.01 P** Federal Awards/Funds Internal Controls – Allowability of Costs
- 6115.02 P** Federal Awards/Funds Internal Controls – Mandatory Disclosures
- 6115.03 P** Federal Awards/Funds Internal Controls – Conflict of Interest

- 6311 P** Contracts for Goods or Services Funded by Federal Grants
- 7432 P&R** Eye Protection
- 8420 P** Emergency and Crisis Situations
- 8420.01 R** Fire and Fire Drills
- 8540 P** School Nutrition Program
- 8550 P** Meal Charges/Outstanding Food Service Bill
- 8600 P** Student Transportation – Policy

\*3. Motion to approve the Local Educational Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2021-2022 school year and to submit to the county education office for review.

\*4. Motion to affirm the administrative decision regarding the following HIB cases:

- MS – 19-20 - 00
- HS - 19-20 - 001, 002 & 003

\*5. Motion to approve the annual **Memorandum of Agreement** between law enforcement officials and education for the school year 2021-2022.

(Motion \_\_\_\_\_ Second \_\_\_\_\_ /Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_)

\*6. Motion to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Sharon Fretz	LGBTQ Youth Clinical Strategies to Support Sexual Orientation & Gender Identity	Webinar	\$219.99	October 19, 2021

Approval of Education & Policy 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				

### III. BUDGET AND FINANCE

\*1. Motion to approve the bill list for the period September 15, 2020 through September 29, 2020, in the amount of \$1,732,312.34.

\*2. Motion to approve the following Special Education Tuition Contract for the 2021-2022 regular school year:

Student	School	Amount	Aide	Effective
7972967651	Bonnie Brae	\$77,700.00	N/A	9/1/21-6/24/22
6006202566	Mercer County Special Services	\$67,525.00	N/A	9/1/21-6/30/22

\*3. Motion to approve an agreement with E-Rate Partners, LLC, for Funding Year 2022 (July 1, 2022 to June 30, 2023) and Funding Year 2023 (July 1, 2023 to June 30, 2024) in the amount of \$1,800.00 for Category 1 and up to \$2,500.00 for Category 2 each Funding Year.

\*4. Motion to award the bid for Garbage Removal Service to the only bidder, Waste Management of New Jersey, Inc. for the period of October 1, 2021 – September 30, 2022 in the amount of \$43,998.00 and the period of October 1, 2022 – September 30, 2023 in the amount of \$45,978.00, in accordance with the bid opening on September 15, 2021.

\*5. Motion to approve an Equipment Rental Agreement with Snyder Bus Service, Inc. to lease two of Warren Hills Regional Schools’ buses at the month rate of \$ TBD per bus for the period of October 1, 2021 – June 30, 2022.

\*6. Motion to accept and submit the ARP IDEA Grant FY 21 in the amount of \$79,308.00.

\*7. **WHEREAS**, there exists a need for specialized legal services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Warren Hills Regional High School District in the County of Warren (the “Board”), a body corporate of the State of New Jersey, including the preparation and review of procedures in connection with such obligations and the rendering of approving legal opinions acceptable to the financial community in connection therewith; and

**WHEREAS**, such special legal services can be provided only by a recognized law firm, and the law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is so recognized by the financial community; and

**WHEREAS**, funds are or will be available for this purpose.

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE WARREN HILLS REGIONAL HIGH SCHOOL DISTRICT IN THE COUNTY OF WARREN, NEW JERSEY AS FOLLOWS:**



1. The law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is hereby retained to provide specialized bond counsel legal services necessary in connection with the capital program and the authorization and the issuance of obligations by the Board.

2. The Board President and the Board Secretary are hereby authorized to execute a Bond Services Contract (the "Contract").

3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

**\*8. RESOLUTION OF THE BOARD OF EDUCATION OF THE WARREN HILLS REGIONAL SCHOOL DISTRICT IN THE COUNTY OF WARREN, NEW JERSEY APPROVING, ON FIRST READING, A REFUNDING SCHOOL BOND ORDINANCE PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF ITS OUTSTANDING REFUNDING SCHOOL BONDS, SERIES 2012, DATED JUNE 6, 2012**

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE WARREN HILLS REGIONAL SCHOOL DISTRICT IN THE COUNTY OF WARREN, NEW JERSEY** as follows:

**Section 1.** The Refunding Bond Ordinance attached hereto as Exhibit A is hereby approved. Bond Counsel is hereby authorized and directed to publish the required notice of public hearing for the Refunding Bond Ordinance in the form and at the time required by N.J.S.A. 18A:24-61.4.

**Section 2.** This resolution shall take effect immediately.

**EXHIBIT A**

**REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE WARREN HILLS REGIONAL SCHOOL DISTRICT IN THE COUNTY OF WARREN, NEW JERSEY PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF ITS OUTSTANDING REFUNDING SCHOOL BONDS, SERIES 2012, DATED JUNE 6, 2012, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$17,335,000 AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$8,750,000 AGGREGATE PRINCIPAL AMOUNT OF REFUNDING SCHOOL BONDS OF THE BOARD TO EFFECT SUCH REFUNDING**

**WHEREAS**, on June 6, 2012, The Board of Education of the Warren Hills Regional School District in the County of Warren, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed by the Board) issued \$17,335,000 aggregate principal amount of tax-exempt Refunding School Bonds, Series 2012, dated June 6, 2012 (the “2012 Refunding School Bonds”); and

**WHEREAS**, the Board has determined that the current interest rate environment may enable it to realize going-forward debt service savings for property taxpayers residing in the School District through the issuance by the Board of Refunding School Bonds (the “Refunding School Bonds”) to refund all or a portion of the \$8,160,000 aggregate principal amount of the outstanding 2012 Refunding School Bonds maturing on February 15 in the years 2023 through 2027, inclusive (the “Refunded Bonds”); and

**WHEREAS**, in efforts to realize such taxpayer savings, the Board now desires to adopt and enact a refunding school bond ordinance (the “Refunding Bond Ordinance”) authorizing the issuance of the Refunding School Bonds in an aggregate principal amount not to exceed \$8,750,000, the net proceeds of which shall be used to refund all or a portion of the Refunded Bonds in accordance with their terms.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE BOARD OF EDUCATION OF THE WARREN HILLS REGIONAL SCHOOL DISTRICT IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

**Section 1.** The Board is hereby authorized to refund all or a portion of the \$8,160,000 aggregate principal amount of outstanding 2012 Refunding School Bonds maturing on February 15 in the years 2023 through 2027, inclusive. The Refunded Bonds may be paid/redeemed on and after February 15, 2022, at a redemption price equal to par, plus accrued interest to the date of redemption.

**Section 2.** In order to finance the cost of the purpose set forth in Section 1 hereof, the Board is hereby authorized to issue not to exceed \$8,750,000 aggregate principal amount of Refunding School Bonds, all in accordance with the requirements of N.J.S.A. 18A:24-61 through 62.

**Section 3.** An aggregate amount not exceeding \$150,000 may be allocated from the aggregate principal amount of the Refunding School Bonds to pay for the aggregate costs of issuance thereof, including, but not limited to, bond insurance premiums, financial advisory fees, underwriting fees, official statement printing fees, public advertisement expenses, refunding verification agent fees, refunding escrow agent fees, bond counsel fees and other expenses in connection therewith.

**Section 4.** The purpose of the issuance of the Refunding School Bonds is to realize net present value interest cost savings for property taxpayers residing in the School District (“net” meaning savings after payment of all costs of issuance of the Refunding School Bonds). Applicable State requirements mandate that such net present value interest cost savings equal at least 3% of the principal amount of the Refunded Bonds. In addition, the issuance of the Refunding

Bonds shall comply with the provisions of N.J.A.C. 5:30-2.5, including that within 10 days of the date of the closing on the Refunding Bonds, the Business Administrator/Board Secretary shall file a report with the Local Finance Board within the Division of Local Government Services, New Jersey Department of Community Affairs setting forth: (a) a comparison of the Refunding School Bonds' debt service and the Refunded Bonds' debt service which comparison shall set forth the present value savings achieved by the issuance of the Refunding School Bonds; (b) a summary of the issuance of the Refunding School Bonds; (c) an itemized accounting of all costs of issuance in connection with the issuance of the Refunding School Bonds; and (d) a certification of the Business Administrator/Board Secretary that (i) all of the conditions of section (b) of N.J.A.C. 5:30-2.5 have been met, and (ii) a resolution authorizing the issuance of the Refunding School Bonds, adopted pursuant to N.J.S.A. 18A:24-61.5(b), was approved by a two-thirds vote of the full membership of the Board.

**Section 5.** The supplemental debt statements required by N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-61.4 have been duly prepared by the chief financial officers of the constituent municipalities of the Warren Hills Regional School District and have been filed in the office of each respective municipal clerk and in the Office of the Business Administrator/Board Secretary of the Board as of the date of approval of this Refunding Bond Ordinance and complete executed duplicates have been filed in the Office of the Director and such statements show that the gross debt of the constituent municipalities of the Warren Hills Regional School District are increased by \$590,000 as a result of the authorization of the Refunding School Bonds.

**Section 6.** If the Refunding School Bonds are issued as tax exempt, the Board covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, of the interest on all Refunding School Bonds issued under this Refunding Bond Ordinance.

**Section 7.** This Refunding Bond Ordinance shall take effect upon final adoption hereof.

\*9. Motion to approve the following Resolution:

Resolved, that the Board of Education approves the Settlement Agreement and Release in the matter Agency Ref. No. 2022-33121, OAL Docket No. EDS 07044-21.

\*10. Motion to approve the following Resolution:

Resolved, that the Board of Education approves the Settlement Agreement and Release in the matter OAL Docket No. EDS 05807-2020,

Be it further resolved that this approval is contingent on the insurance carrier's board of trustees approving same; and

Be it finally resolved that the Board President, Superintendent and BA/BS are authorized to sign any documentation to effectuate the settlement and approval of same.

Approval of Budget & Finance 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				

**O. Public Comment**

**P. Second Executive Session (If Necessary)**

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				

Approval to go into Second Executive Session

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				

**Q. Adjournment \_\_\_\_\_ p.m.**

Approval to Adjourn

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				

**\*Roll Call**