

WARREN HILLS REGIONAL BOARD OF EDUCATION

June 28, 2022

6:30 p.m. – Executive Session

7:15 p.m. Regular Meeting

A. Call to Order – Christopher Cannavo, Vice-President

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

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Joseph Bodenschatz, Christopher Cannavo, Molly Fraumeni, Eric Horton, Sam Knutson, Lisa Marshall and Eric Walls (arrives 7:05). Also present were Earl Clymer, Dennis Mack, and Donnamarie Palmiere. Jean Hansen and Corey Piasecki were absent.

C. Executive Session- 6:32 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. Fraumeni and seconded by Mr. Knutson to go into Executive Session at 6:32 p.m. with full board consent.

Motion by Mr. Knutson and seconded by Mrs. Fraumeni to end Executive Session at 7:04 p.m. with full board consent.

D. Reconvene: 7:15 p.m.

Approval to Reconvene

Motion by Mr. Knutson and seconded by Mrs. Fraumeni to go into Open Session at 7:15 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.

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

- June 14, 2022 Regular & Executive Session Meetings

Motion by Mr. Knutson and seconded by Mr. Horton to approve the minutes of the June 14, 2022 Regular and Executive Session Meeting.

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

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

None

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

- Restorative Justice Program - WCPO
- EXCEL Building
Progress
Returning Student

G. Presenter(s):

None

H. 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.

Under District Goal #4 – Restorative Justice Program

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.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	June 22, 2022	By Chair: Sam Knutson
Education, Policy & Technology	No meeting held	By Chair: Scott Bodenschatz
Personnel & Student Activities	No meeting held	By Chair: Eric Walls
Negotiations	June 22, 2022	By Chair: Lisa Marshall

Mr. Knutson reported that the Finance, Facilities & Transportation committee met and discussed the following:

- Hogan Securities Door Project Phase 2
- Middle School Theater Lighting Project
- Transportation
- Excel Building

Mrs. Marshall reported on Negotiations that all contracts have been settled.

A motion was made by Mrs. Marshall and seconded by Mrs. Fraumeni to go into Executive Session at 7:30 p.m. with full board consent to discuss student issue.

A motion was made by Mrs. Fraumeni and seconded by Mrs. Marshal to reconvene at 7:42 p.m. with full board consent.

J. Old Business

None

K. New Business

Mr. Clymer will include discuss new District Goals at the July 12th meeting.

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.

None

M. ACTION ITEMS

I. PERSONNEL

Motion by Mrs. Fraumeni and seconded by Mr. Knutson to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.9 as amended and 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	Gloria Hrabovecky	Approve	Spanish Teacher	\$90,593	Middle School	8/25/22	6/30/23	Step N-15, M+15, pending receipt of all required paperwork-replaces Jessica Cahill
2	Jack Lamond	Approve	Physics Teacher	\$64,633	High School	8/25/22	6/30/22	Step B-2, MA
3	Thomas Kimpland	Approve	Para Professional	\$27.12/hour	High School	8/25/22	6/30/23	Step 4, Aide HR AA 5.75 hours
4	Nicholas Sarlo	Accept	Business Teacher	\$84,803	High School	6/30/22	6/30/22	Resignation
5	Nicholas Sarlo	Rescind	Assistant Football Coach	\$7,636.00	High School	7/1/22	7/1/22	Resignation
6	Marcus Gurdineer	Approve	Teacher	\$46/hour	High School	7/1/22	7/29/22	MD ESY 2022-23 Program 8:30 AM – 12:30 PM
7	Colleen Roth	Approve	Paraprofessional	\$31/hour	High School	7/1/22	7/29/22	MD ESY 2022-23 Program 8:30 AM – 12:30 PM
8	Lauren Voight	Approve	Teacher	\$46.00/hour	High School	7/1/22	7/29/22	MD ESY 2022-23 Program 8:30 AM – 12:30 PM
9	Robert Hibbett	Approve	Summer Security	\$20/hour	District	7/1/22	8/24/22	N/A
10	David Rader	Approve	Credit Restoration Program Substitute	\$46/hour	High School	7/5/22	8/5/22	Tuesday & Thursday only, 9 am-12 pm
11	Jeremy Willis	Approve	Credit Restoration Program Substitute	\$46/hour	High School	7/5/22	8/5/22	Tuesday & Thursday only, 9 am-12 pm
12	Elizabeth McKeown	Approve	Summer Library	\$46/hour	Middle School	7/1/22	8/19/22	Not to exceed 24 hours
13	Bonita Duryea	Approve	Summer Nurse	\$46/hour	High School	7/1/22	8/19/22	Not to exceed 20 hours
14	Kristyn Sbriscia	Approve	Summer Nurse	\$46/hour	High School	7/1/22	8/19/22	Not to exceed 20 hours
15	Michelle Gaffney	Approve	Summer Nurse	\$46/hour	Middle School	7/1/22	8/19/22	Not to exceed 10 hours
16	Best Buddies Club	Approve	Stipend Adjustment	\$4,100 stipend	District	8/25/22	6/30/22	Movement from Tier 4 to Tier 1
17	Michael Hayes	Approve	Event Staff	Various rates	District	8/25/22	6/30/22	Rates depend on scheduled location
18	Jonathan Slack	Approve	Event Staff	Various rates	District	8/25/22	6/30/22	Rates depend on scheduled location

*2. Motion to amend June 14, 2022 agenda appointments and start date of ESY Program from July 5, 2022 to July 1, 2022.

*3. Motion to amend the following Custodial Salaries:

2021-2022 Salaries:

Name	Base Salary	Guide/Step	Longevity	Lead	Black Seal	Total Salary
Eick, Maureen	\$ 51,284	Cust / OG1	\$ 1,500	\$ 5,000	\$ 1,200	\$ 58,984
Kahutka, Deborah	\$ 48,148	Cust / 20	\$ 2,050			\$ 50,198

2022-2023 Salaries:

Name	Base Salary	Guide/Step	Longevity	Lead	Black Seal	Total Salary
Eick, Maureen	\$ 52,384	Cust / OG1	\$ 1,500	\$ 5,000	\$ 1,200	\$ 60,084
Kahutka, Deborah	\$ 49,248	Cust / 20	\$ 2,050			\$ 51,298

*4. Motion to approve the following individuals for Homework Club/Project Care for the 2022-2023 school year, at the rate of \$46.00/hour for 45 minute sessions as scheduled by the Middle School Principal, not to exceed the budgeted amount of \$14,000.00:

Nicole Latino	Tammy Muffley	Alivya Jacobson
Gina Legora	Rebecca Becker	Courtney Hoffman
Jacqueline Solecitto	Robin Bloom	Janine Horber
Todd Solecitto	Lourdes Garcia	Lisa Smith [Substitute]

*5. Motion to approve the following middle school teachers for AM and PM duties for the 2022-2023 school year at the rate of \$30.00/hour:

Daniel Diveny	Maria Forsythe	Lourdes Garcia	David Sbriscia
Craig Green	Geri McKelvey	Jeffrey Balas	Amanda Best
Tassajana Miraglia	Lisa Smith	Janice DeMaio	Janine Horber
Alivya Jacobson	Laura Muroski	Todd Solecitto	Christine Tyburczy

Substitutes:

*6. Motion to approve the following faculty & staff as members for the District Mental Health Team for the 2022-23 school year, at a stipend amount of \$3,500.00, paid through grant funds:

Elizabeth Bracey	Tim Downs	Gina Regan
Craig Green	Hope Ranalli	Ashley Stettner
Christine Tyburczy	Kim Eilenberger	

*7. Motion to approve the following individuals who will be preparing for and facilitating the August 23, 2022 Freshman Summer Orientation Program held at the high school. Not to exceed 5 hours of individual time at the rate of \$46.00/hour, paid through ESSER II Grant:

Catherine O’Neal Laura Slane Toni Manfra
 Alexandra Helle Jennifer Giamoni Emily Kablis
 Elizabeth Bracey (Alternate) Daryl Detrick (Alternate)

*8. Motion to approve David Guth as School Security Program Director for the 2022-2023 school year, with an annual salary of \$77,500.00.

*9. 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	Michael Ferroni	Volunteer	N/A	N/A	High School	Start of Season	End of Season	Football Program
2	Allison Andrew	Volunteer	N/A	N/A	High School	Start of Season	End of Season	Girls Soccer Program

Approval of Personnel Motions

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

1648.15	Recordkeeping for Healthcare Settings in School Buildings
2416.01	Postnatal Accommodations for Students
2417	Student Intervention and Referral Services
3161	Examination for Cause
4161	Examination for Cause
5512	Harassment, Intimidation and Bullying
7410 P&R	Maintenance and Repair
7410.01	Facilities Maintenance, Repair Scheduling and Accounting
8420	Emergency and Crisis Situations
9320 P&R	Cooperation with Law Enforcement Agencies

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

MS – 21-22 - None

HS - 21-22 - None

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Jason Graf, Nicholas Rizzo & Nicole Clark	Marching band to competitions	Transportation	Various dates
2	Kimberlee Sweet & Corinne Marsan	Cheerleading team to attend UCA camp	Transportation	N/A
3	Patricia Smith	Leadership Training with FFA Officers	Transportation	N/A

Approval of Education & Policy Motions

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

III. BUDGET AND FINANCE

Motion by Mr. Knutson and seconded by Mrs. Fraumeni to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 18 as amended and described below:

*1. The Warren Hills Regional Board of Education approves the May, 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 May, 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 overexpended 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 June 10, 2022 through June 28, 2022, in the amount of \$3,763,274.30.

*3. Motion to approve transfers in the amount of \$281,048.85 for the month of May 2022.

*4. Motion to approve Student Activities bill list for the period of May 1, 2022 through May 31, 2022 in the amount of \$17,839.59.

*5. Motion to approve the Athletic bill list for the period of May 1, 2022 through May 31, 2022 in the amount of \$7,657.50.

*6. Motion to approve the following Special Education Tuition Contracts for the 2022-2023 extended and regular school year:

Student	School	Amount	Aide	Related Services	Effective
9559845055	Morris-Union Jointure Commission – DLC	\$16,637.00	7,383.33	N/A	6/28/22-8/9/22

*7. Motion to approve a Shared Services Transportation Agreement with Washington Township School District for the 2022-2023 school year, commencing July 1, 2022 and ending June 30, 2023, in the amount of \$92,760.00.

*8. Motion to approve a contract with Tiffany Mosquera for American Sign Language Interpretation for the 2022-2023 school year, at the rate of \$70-\$100 per hour (2-hour minimum) plus mileage.

*9. Resolved, that the Board of Education hereby ratifies the Memorandum of Agreement with the Warren Hills Regional Administrators Association, dated as of May 11, 2022 for the contract period July 1, 2021 through June 30, 2024, including related mutually adopted salary guides, which was previously ratified by the Association and which is on file in the office of the School Business Administrator/Board Secretary; and be it

Further Resolved, that the Board authorizes its Board President to execute an appropriate successor collective negotiations agreement upon finalization of same.

*10. Motion to approve the submission of the Title I SIA 2022-2023 Grant in the amount of \$20,000.

*11. Motion to withdraw an additional amount of \$42,110.58 from Capital Reserve for the HS Door Lock Replacement/Keyscan Migration Project. (Phase II)

*12. Motion to approve a contract with Hogan Security Group for Phase II of the HS Door Lock Replacement/Keyscan Migration Project through HESC Cooperative Purchasing Contract 203 in the amount of \$72,365.80.

*13. Motion to approve a contract with Generations Services for Theater and Stage Lighting at the Middle School in the amount of \$65,216.25 through HCESC #SER-12B.

*14. Motion to amend motion from June 14, 2022 under E. Board Appointments for 2022-2023 school year to the following:

District Personnel Plans

- Appoint the following entities to serve in the capacities indicated from July 1, 2022-June 30, 2023:

Health	SEHBP
RX	Benecard
Dental Plan	Delta Dental
Voluntary Vision Plan	VSP
Flexible Spending Plan	Ameriflex
Retirement Plans (403B and 457's)	AXA Equitable Invesco Lincoln Investments NEA Security Benefits

*15. Resolved, that the Board of Education hereby approves the sidebar agreement between the Board and the Warren Hills Regional Education Association pertaining to premium contributions for dental insurance, dated 6/16/22, subject to the terms and conditions therein, and

which the Board President and/or Business Administrator is authorized to sign on behalf of the Board.

*16. Motion to approve the disposal of the following assets per district policy 7300, *Disposition of Property*:

Phone	1
Macs	57
MacBooks	4
Chromebooks	4
Switch	1
Smartboards	3
Projectors	7
Printers	3
Monitors	7
Desktops	29
Servers	2
Laptops	22
Ipads	2

*17. Motion to approve donation of 10 Cascade CPXR Helmets to our Warren County Youth Boys Lacrosse Team (these helmets are no longer certified to be used at the high school level) per district policy 7300 *Disposition of Property*.

*18. Motion to accept, with gratitude, the donation of \$500.00 from Warren Hills PTSA, for Magic Grant winner, Alexandra Helle, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

Approval of Budget & Finance Motions

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

O. Public Comment
None

Q. Adjournment 7:48 p.m.

Approval to Adjourn

Motion by Mrs. Fraumeni and seconded by Mr. Knutson to adjourn at 7:48 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary