

**WARREN HILLS REGIONAL
BOARD OF EDUCATION**

**January 4, 2022
6:30 p.m. – Regular Meeting**

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>

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

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

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Joseph Bodenschatz, Christopher Cannavo, Sam Knutson, Eric Horton, Lisa Marshall, Corey Piasecki and Eric Walls. Also present were Earl Clymer, Dennis Mack, and Donnamarie Palmiere. Molly Fraumeni and Jean Hansen joined the board immediately after they were sworn in.

Pledge of Allegiance

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

The Oath of Office was administered to the following board members:

DISTRICT	NAME	TERM
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

Reading of the Code of Ethics by Mrs. Palmiere.

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

A motion was made by Lisa Marshall to nominate Corey Piasecki for President of the Warren Hills Regional Board of Education.

Motion to close the nominations for President was made by Chris Cannavo.
 Second to close the nominations for President was made by Lisa Marshall.

Approval to Elect Board President

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

Newly elected President Corey Piasecki assumes chair.

F. NOMINATION FOR THE POSITION OF BOARD VICE PRESIDENT

A motion by Corey Piasecki to nominate Chris Cannavo for Vice President of the Warren Hills Regional Board of Education.

Motion to close the nominations for Vice President was made by Sam Knutson.
 Second to close the nominations for Vice President was made by Lisa Marshall.

Approval to Elect Board Vice President

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

Newly elected Vice President Chris Cannavo assumes chair

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

Motion by Mrs. Marshall and seconded by Mr. Cannavo to approve Board Reorganization Motion *1 as described below:

*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.

Approve Reorganization Motion *1

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

Motion by Mrs. Marshall and seconded by Mr. Cannavo to approve Board Reorganization Motions *2 through *4 as described below:

*2. Motion to appoint Lisa Marshall as Delegate of the New Jersey School Boards Association.

*3. Motion to appoint Molly Fraumeni as Alternate Delegate to the New Jersey School Boards Association.

*4. Motion to appoint Jean Hansen/Lisa Marshall as Delegate to the Warren County School Boards Association.

Approve Reorganization Motions *2 - *4

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

H. Executive Session- 6:49 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 Mr. Cannavo and seconded by Mrs. Fraumeni to go into Executive Session at 6:49 p.m. with full board consent.

I. Reconvene: 7:20 p.m.

Approval to Reconvene

Motion by Mr. Cannavo and seconded by Mr. Knutson to go into Open Session at 7:20 p.m. with full board consent

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 by Mrs. Marshall and seconded by Mr. Cannavo to approve the minutes of the December 14, 2021 Regular and Executive Session Meeting.

MOTION: Lisa Marshall		SECOND: Chris Cannavo		
Name	Ayes	Nayes	Abstain	Absent

Joseph Bodenschatz	X			
Christopher Cannavo	X			
Molly Fraumeni			X	
Jean Hansen			X	
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X			
Eric Walls	X			
Corey Piasecki	X			

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

A letter of appreciation was received today from the National Association of Agricultural Educators for allowing FFA teacher, Patty Smith, to participate in the NAAE convention.

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

- Mr. Clymer welcomed:
Mrs. Fraumeni - Mansfield Township
Mrs. Hansen - Franklin Township
- “Test To Stay” Pilot Program Update
WCHD, NJDOH and Local Districts
- Spike in COVID Cases:

Our plan moving forward is focused on providing in-person instruction as long as we can do so safely. At this time, we would only pivot to a remote environment if there was a significant impact on faculty & staff preventing us from providing a safe and effective learning environment. We encourage our families to have plans in place should the district need to move to a remote learning environment or be closed for a day or more.

L. Presenter(s): PTSA – Mrs. Kavcak

Mrs. Kavcak presented a slide show that discussed the various fundraising events and showed some of the activities and programs organized by the PTSA. The PTSA was given the “Bright Future” award for having such a large percentage of membership. Many of the staff commented on the great job they were doing and were very thankful for the support of the PTSA.

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.

District Goal #4 continues as the district finalizes the Mental Health Team.

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

Committee	Date	Discussion
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

Mr. Knutson reported that the Finance, Facilities & Transportation committee met on December 20th. Mold remediation is now underway in the Excel Building by All Risk. The district is transitioning from traditional door locks to keyless swipes.

Mrs. Marshall reported that there is a mediation session scheduled for January 12th with the WHREA.

O. Old Business

P. New Business

Mrs. Marshall reported that Jan 18th is the next Warren County School Boards meeting at 7:00 p.m. January & February meetings will be held virtually.

Q. Public Comment – concerning action items.

None

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

Motion by Mr. Cannavo and seconded by Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions I.1 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	Ronald Smith	Approve	IT Specialist	\$46,000, prorated	District	1/3/22	6/30/22	All paperwork complete & on file-replaces Kim Curto
2	Jacob Gilby	Approve	Outside Maintenance Personnel	\$34,594, prorated	District	1/5/22	6/30/22	Transfer from 2 nd 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
10	Edwin Modugno	Approve	Substitute Teacher	\$130/day	District	1/5/22	6/30/22	Pending receipt of all required paperwork

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
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: Chris Cannavo		SECOND: Lisa Marshall		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X			
Eric Walls	X			
Corey Piasecki	X			

Mr. Cannavo gave a heartfelt thank you to the two retirees.

II. EDUCATION AND POLICY

Motion by Mr. Bodenschatz and seconded by Mr. Cannavo to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.2, as described below:

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

MS – 21-22 - 008

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

I. BUDGET AND FINANCE

Motion by Mr. Knutson and seconded by Mr. Cannavo to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III.10 as described below:

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

S. Public Comment

Mrs. Magyar asked how many faculty are currently affected? Mr. Clymer responded that the number fluctuates but is approximately 10 to 15%.

Mr. Van Fritton asked for more details on the Test to Stay. Mr. Clymer responded that we do not have all the details yet. He also had questions regarding extracurricular activities and the mask mandate.

Mrs. VanOrten said thank you so much for all of your efforts to keep the kids in school. She knows there has been a lot of scrambling to cover classes.

Tammy Adams thanked Mrs. Kavcak for the wonderful presentation.

Michael Sharo III asked how many other towns have virtual meetings and why we can go to a town board meeting maskless but kids can't sit at a desk without a mask.

Mrs. Valen wanted to recognize how amazing the faculty has been over the past few days with limited staff.

U. Adjournment 8:07 p.m.

Approval to Adjourn

Motion by Mrs. Marshall and seconded by Mr. Knutson to adjourn at 8:07 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary