

WARREN HILLS REGIONAL BOARD OF EDUCATION

September 5, 2023

6:30 p.m. – Executive Session

7:15 p.m. Regular Meeting

A. Call to Order – Molly Fraumeni, President

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

Joseph Bodenschatz	Christopher Cannavo	Alfred Coscia
Thomas Dufner	Molly Fraumeni	Jean Hansen
Lisa Marshall	Paula Merrill	Corey Piasecki

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*
- 4) *Matters of Attorney/Client Privilege*
- 5) *Confidential Student 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				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

D. Reconvene: 7:15 p.m.

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.

Pledge of Allegiance

Approval of Board Minutes

- August 22, 2023 Regular & Executive Session Meetings

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

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

F. Student Liaison Report – Sydney White

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

H. Presenter(s):

I. Goals:

Warren Hills Board of Education District Goals for 2022-2023:

District Goal 1: Provide resources to faculty, implement best practices and strategies with tiered systems of support focused on improving areas of weakness and enhancing areas of strength to increase student achievement in core content tested areas across the district under the New Jersey Student Learning Assessment (NJSLA) and the New Jersey Graduation Proficiency Assessment (NJGPA).

District Goal 2: To ensure best practices related to diversity, equity & inclusion 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.

District Goal 3: To create, implement and enhance established programs, provide resources, and offer support to students, parents, faculty & staff related to Mental Health Awareness in collaboration with local and state agencies, including but not limited to, the use of the Nurtured Heart Approach, the DREAMS Program and the Warren County Prosecutor's Office Restorative Justice program.

Warren Hills Board of Education Board Goal for 2022-2023:

1. Provide support to the administration, faculty and staff in the pursuit and achievement of the district goals.
2. Increase student presentations at Board of Education Meetings.

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No Meeting Held	By Chair: Mr. Piasecki
Education, Policy & Technology	No Meeting Held	By Chair: Mr. Bodenschatz
Personnel & Student Activities	September 5, 2023	By Chair: Mrs. Marshall
Negotiations	No Meeting Held	By Chair: Mrts. Fraumeni

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. Motion to approve the 2023-2024 District Goals as presented by the Superintendent.

II. 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	Marcus Gurdineer	Approve	Curriculum Improvement 2023-2024	\$46.00/hr	HS	9-5-23	9-5-23	Special Education Curriculum Writing for Course 996.1m MD ELA - 20 Hours
2	Emily Kablis	Approve	NJGPA Fall Block Testing Coordinator	\$1,000.00 Stipend	HS	9-6-23	11-15-23	N/A
3	Karen Lerch	Approve	Travel Stipend	\$1,400.00 per semester	District	9-6-23	6-30-24	2023-2024 school year, per contractual language
4	Nicole Silvis	Approve	Teacher Alternative Program - 5th Preparation	\$1,400.00 per semester	MS	8-28-23	6-30-24	2023-2024 school year, per contractual language
5	Jeffrey Balas	Approve	Teacher Alternative Program - 5th Preparation	\$1,400.00 per semester	MS	8-28-23	6-30-24	2023-2024 school year, per contractual language
6	Joanna Leontaris	Approve	Business Teacher - 5th Preparation	\$1,400.00 per semester	HS	8-28-23	1-9-24	2023-2024 school year, per contractual language
7	Patricia Smith	Approve	Teacher Ag Science Program - 5th Preparation	\$1,400.00 per semester	HS	8-28-23	6-30-24	2023-2024 school year, per contractual language
8	Cynthia Bamford	Approve	Teacher - Leave Replacement	\$72,833.00 Prorated	MS	9-6-23	On or about 10-20-23	MA Step 8 - Pending receipt of required paperwork
9	Brian Schubert	Approve	Substitute Teacher	\$130.00/day	District	9-05-23	6-30-24	Pending receipt of required paperwork
10	Charles Archdeacon	Approve	Substitute Teacher	\$130.00/day	District	9-5-23	6-30-24	Pending receipt of required paperwork
11	Carolyn Stoner	Approve	Substitute Teacher	\$130.00/day	District	9-5-23	6-30-24	Pending receipt of required paperwork
12	Madeline Call	Approve	Substitute Teacher	\$130.00/day	District	9-5-23	6-30-24	Pending receipt of required paperwork
13	Susan Clarke	Approve	Substitute Teacher	\$130.00/day	District	8-31-23	6-30-24	Pending receipt of required paperwork
14	Lori Finnegan	Approve	Substitute Teacher	\$130.00/day	District	9-5-23	6-30-24	Pending receipt of required paperwork
15	Vittoria Sigona	Accept	Advisor - HS Yearbook Assistant	\$2,050	HS	9/1/23	9/1/23	Rescinding appointment from 8-22-2023 BOE Meeting

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
16	Marissa Cafaro	Accept	Paraprofessional	\$27.68/hr	District	8-23-23	8-23-23	Resignation
17	Alison Frey	Accept	Teacher - Business	\$84,698.00	HS	8-22-23	10-20-23	Resignation

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

Code No.	Name	Position	Degree/Step/ # of Hours	Salary/Stipend	Location	Date Effective	Date Terminated	Discussion

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	Donna Marie Palmiere	NJ Family Leave & Federal Family & Medical Leave Act PD Strauss Esmay Associates LLP	Ocean County College Conference Center College Drive Toms River NJ 08753	\$145.00 Registration, Mileage	October 16, 2023
2	Charlene Finn	NJ Family Leave & Federal Family & Medical Leave Act PD Strauss Esmay Associates LLP	Ocean County College Conference Center College Drive Toms River NJ 08753	\$145.00 Registration, Mileage	October 16, 2023
3	Rebecca Brandt-Philippe	NJ Family Leave & Federal Family & Medical Leave Act PD Strauss Esmay Associates LLP	Ocean County College Conference Center College Drive Toms River NJ 08753	\$145.00 Registration, Mileage	October 16, 2023
4	Andrew Oakley	Rutgers Center for Literacy Development Seminar	Rutgers University College Avenue New Brunswick NJ	\$180.00 Registration, Mileage	February 7, 2024
5	Toni Manfra	Rutgers Center for Literacy Development Seminar	Rutgers University College Avenue New Brunswick NJ	\$180.00 Registration, Mileage	February 7, 2024

6	Toni Manfra	Rutgers Center for Literacy Development Seminar	Rutgers University College Avenue New Brunswick NJ	\$180.00 Registration, Mileage	December 6, 2023
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Approval of Personnel Motions

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

III. EDUCATION AND POLICY

*1. Motion to approve the **First Read** 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:

R 2419 - School Threat Assessment Teams

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	J Giamoni/N Silvis	The College of NJ Ewing NJ	Transportation	HS and MS Student Council
2	J Giamoni/N Silvis	The College of NJ Ewing NJ	Transportation	HS and MS Student Council
3	J Giamoni/N Silvis	Six Flags Great Adventure Jackson NJ	Transportation	HS and MS Student Council

*3. Motion to approve the Doctor’s Standing Orders for the 2023 -2024 School Year.

Approval of Education & Policy Motions

MOTION:		SECOND		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

IV. BUDGET AND FINANCE

*1. The Warren Hills Regional Board of Education approves the July, 2023 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 revised monthly financial report of the Secretary and the Treasurer for the month of July, 2023; 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 August 23, 2023 through September 5, 2023, in the amount of \$713,441.19

*3. Motion to approve transfers in the amount of \$679,830.59 for the month of July, 2023.

*4. Motion to approve Student Activities bill list for the period of July 1, 2023 through July 31, 2023 in the amount of \$4,975.62.

*5. Motion to accept Tuition Student #3497076877 from Allamuchy Township School District into the ERIC program and approve the Tuition Contract for the 2023-2024 school year in the amount of \$21,100.00.

*6. Motion to rescind resolution #12 under Budget & Finance from the August 22, 2023 agenda: *12. Motion to accept a parent paid Tuition Student #4389886258 from Belvidere School District into the ERIC program and approve the Tuition Contract for the 2023-2024 school year in the amount of \$21,100.00.

*7. Motion to approve the following Special Education Tuition Contract and revised Tuition Contracts for the 2023-2024 regular school year:

Student	School	Amount	Aide	Related Services	Effective
6006202566	Mercer County Special Services School District	\$68,635.00	N/A	N/A	9/7/23-6/30/24
2490293155	Sussex County Ed Services Commission - Northern Hills Academy	\$60,182.00	\$29,055.00	N/A	9/7/23-6/30/24
1995818933	Sussex County Ed Services Commission - Northern Hills Academy	\$60,182.00	\$29,055.00	\$2,117.00	9/7/23-6/30/24

*8. Motion to approve the Agreement of Service with the Washington Emergency Squad for the 2023-2024 school year for two (2) Emergency Medical Technicians and one (1) equipped ambulance per event in the amount of \$75.00 per hour per Technician.

*9. Be It Resolved, to approve the award of an additional Emergency Contract with Wantage Fence & Stonework, LLC for replacement of the Drive Bridge located at the Excel Building at a cost of \$59,500. The Warren County Department of Education was made aware of the damages from the July 14, 2023 Catastrophic flooding and has allowed the district to proceed with repairs by invoking the Emergency Provision of 18A:18A-7.

Be It Resolved, to approve a withdrawal of \$59,500 from Capital Reserve for replacement of the Drive Bridge based on invoking the Emergency Provisions of 18A-18A-7.

*10. Motion to approve 1-year Sponsorship in amount of \$500.00 from the following companies to provide additional financial resources to club and athletic programs in the Warren Hills Regional School District:

Good Impressions Print Communications, LLC
 Pinstripe Landscapes LLC

*11. Motion to accept an additional amount for the NJDOH WSCC School Health NJ grant from Center for Prevention & Counseling Inc. in the amount of \$2,000.00 on behalf of the Warren Hills Regional High School Student Council.

*12. Motion to authorize an increase of petty cash for the Athletic Department for the 2023-2024 school year from \$1,000.00 to \$1,500.00.

*13. Motion to approve the attached list of Use of Facilities for the 2023-2024 school year. [Attachment A]

*14. Motion to cancel outstanding lunch balances totaling \$210.00 for students who transferred out of the District during the 2022-2023.

Approval of Budget & Finance Motions

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

O. Public Comment

P. Second Executive Session (If Necessary)

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

Q. Adjournment_____ p.m.

Approval to Adjourn

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz				
Alfred Coscia				
Thomas Dufner				
Jean Hansen				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Christopher Cannavo				
Molly Fraumeni				

***Roll Call**