

WARREN HILLS REGIONAL BOARD OF EDUCATION

JULY 12, 2022

6:30 p.m. – Executive Session

7:15 p.m. Regular Meeting

A. Call to Order – Corey Piasecki, 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, Jean Hansen, Eric Horton, Lisa Marshall, Corey Piasecki and Eric Walls. Also present were Earl Clymer, Dennis Mack, and Donnamarie Palmiere. Sam Knutson was absent.

C. Executive Session- 6:31 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. Hansen to go into Executive Session at 6:31 p.m. with full board consent.

Motion by Mrs. Marshall and seconded by Mrs. Hansen to end Executive Session at 6:52 p.m. with full board consent.

D. Reconvene: 7:15 p.m.

Approval to Reconvene

Motion by Mrs. Marshall and seconded by Mrs. Hansen 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 28, 2022 Regular & Executive Session Meetings

Motion by Mrs. Marshall and seconded by Mrs. Fraumeni to approve the minutes of the June 28, 2022 Regular and Executive Session Meeting.

MOTION: Lisa Marshall		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	

E. Communications – Mr. Earl C. Clymer, III, Superintendent of Schools
None

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

- Summer programs for students at the Boro Pool
 Incoming 7th Grade Students August 9th
 Incoming 9th Grade Students August 10th
 Blackboard messages with additional information will be sent to the families.

- Shared initial draft of district goals with E&P committee on June 28th. The draft currently contains 3 goals, Goal 1 is focused on student achievement, Goal 2 is Diversity, Equity and Inclusion and Goal 3 is the District Mental Health Team. Goals 1, 2 & 3 are continuations from the 2021-2022 District Goals. Mr. Clymer is collaborating with the curriculum supervisors on revisions to Goal #1 related to student achievement and will provide the board with a final draft of the 2022-2023 district goals in the near future with a discussion and proposed BOE approval date of August 16, 2022.
- EXCEL Building Progress
- Plan to unveil Mr. Platt’s Plaque
- Agendas via Google Docs - Share feature - Laptops moving forward

G. Presenter(s):
None

H. Goals:

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

1. Pending Approval

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

1. Pending Approval

I. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation		By Chair: Sam Knutson
Education, Policy & Technology	June 28, 2022 July 5, 2022	By Chair: Scott Bodenschatz
Personnel & Student Activities	July 12, 2022	By Chair: Eric Walls
Negotiations		By Chair: Lisa Marshall

Mr. Bodenschatz reported that the Education, Policy & Technology committee met on June 28th and again on July 5th and discussed the following:

- Policy Alert 238
- Attendance Policy
- Retention Policy
- Grading Regulation
- Sponsorship proposal
- Lesson Plans
- Curriculum maps (Atlas) will be reviewed while doing evaluations
- Looking to possibly replace Linkit and Atlas

- Dress Code

J. Old Business

K. New Business

A motion was made by Mrs. Marshall and seconded by Mr. Cannavo to add the following under Budget and Finance:

*10. Motion to approve an Emergency Project as approved by the Warren County Department of Education to install boilers at the Middle School with CMC Energy Services under the Elizabethtown Gas Direct Install Agreement at a net cost of \$61,072.

MOTION: Lisa Marshall		SECOND: Chris Cannavo		
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			

A motion was made by Mrs. Fraumeni and seconded by Mrs. Marshall to add the following under Education and Policy:

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
2	Manfra, Toni	Best Buddies Leadership Conference	Transportation	

MOTION: Molly Fraumeni		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			

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.

Ms. McDonald had questions on the final exams, dress code relating to hoodies and commented on lesson plans.

M. ACTION ITEMS

I. PERSONNEL

Motion by Mrs. Marshall and seconded by Mrs. Fraumeni to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.8 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	Beil, Harrison	Approve	German Teacher	\$58,308	HS	8-25-22	6-30-23	Step 1 – BA replaces J. Morgan

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
2	Bourenko, Shawnee	Accept	Paraprofessional	\$31.00/hour	HS	7-15-22	7-15-22	Resignation MD ESY Program
3	Bourenko, Shawnee	Approve	Secretary	\$39,849 Prorated	HS	7-18-22	6-30-23	Step 1, SEC – replaces Robin Wright
4	Bourenko, Shawnee	Rescind	Paraprofessional	\$24.08/hr	District	7-18-22	7-18-22	Rescind board motion of 6/14/22, I. Personnel, #2-Code #3
5	Moritz, Kathleen	Approve	Paraprofessional	\$26.98/hr	HS	8-25-22	6-30-23	Step 1, AIDE HR BA – 5.75 hours/ replaces Barbara Kostelansky
6	Miller, Christopher	Approve	Assistant Football Coach	\$7,636.00	HS	Start of Season	End of Season	Tier 1; Step 4; Pending completion of all paperwork
7	Miller, Christopher	Approve	Substitute	\$130/Day	District	8-29-22	6-30-22	Pending completion of all paperwork
8	Annechiarico, Theresa	Approve	Summer Hours	\$62.27/hour	District	7-13-22	8-29-22	Not to Exceed 35 hours
9	Falzarano-AlvesLeeAnn	Approve	Summer Hours	\$60.41/hour	District	7-13-22	8-29-22	Not to Exceed 35 hours
10	Ranalli, Hope	Approve	Summer Curriculum Improvement Project	\$46.00/hr – 5 Hours	MS	7-13-22	9-1-22	Alternate 8 Health
11	Ciborski, Kristen	Approve	Paraprofessional	\$24.08/hour	District	8-25-22	6-30-22	Step 2, AIDE HR - Completion of all required paperwork - Replaces -D. Tietz
12	Sarlo, Nicholas	Rescind	Summer Curriculum Improvement Project	\$46.00/hr - 10 hours	HS	6-28-22		656 Principles of Economics
13	Sarlo, Nicholas	Rescind	Summer Curriculum Improvement Project	\$46.00/hr - 10 hours	HS	6-28-22		671 Sports & Entertainment Marketing/Mgmt
14	Setzer, Sharon	Approve	Summer Curriculum Improvement Project	\$46.00/hr - 10 hours	HS	7-13-22	9-1-22	656 Principles of Economics
15	Frey, Alison	Approve	Summer Curriculum Improvement Project	\$46.00/hr - 10 hours	HS	7-13-22	9-1-22	671 Sports & Entertainment Marketing/Mgmt
16	Moran, Evan	Approve	Maternity Replacement Teacher	\$60,833.00	HS	8-25-22	12-23-22	Step C-3, BA+15 replaces #58572538
17	Moran, Evan	Approve	Summer Curriculum Improvement Project	\$46.00/hr - 20 hours	MS	7-13-22	9-1-22	2410 Civics
18	Favino, Judith	Approve	Treasurer of School Monies	\$5,222.00	District	7-01-22	6-30-23	Salary Approval
19	Garcia, Lourdes	Approve	Summer Hours	\$46.00/hr - Total of 20 hours	District	7-13-22	8-24-22	Up to 4 hours per week for Remediation with newcomer ESL Students via ZOOM

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
20	Garcia, Lourdes	Approve	Summer Hours	\$46.00/hr - 25 hours	District	7-15-22	8-24-22	Annual Teacher Training for ESL Students
21	Bamford, Jerry	Approve	Small Engine Repair Stipend	\$1,200.00	District	7-1-22	6-30-23	Stipend

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

Code No.	Name	Position	Degree/StepNo. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Kayla Whitlock	Internship/Observation	N/A	N/A	District	07-13-22	08-15-22	University of Maryland; Under the Supervision of Mrs. Rowlin and Mrs. Loden

*3. Motion to approve the following staff for Career Pathways discussions for the 2022-2023 school year at the rate of \$46.00/hour not to exceed 4 hours, paid through ESSER funds:

Emily Kablis	Patrick Kablis	Sharyn Setzer	Alison Frey
Marshall Cuomo	Alexandra Helle	Daryl Detrick	Patricia Smith
Jason Graf	Jeremy Willis	Cedrick Hickerson	

*4. Motion to approve employment of the attached personnel list “A” of tenured, certificated administrative staff for the 2021-2022 school year. (Attachment A).

*5. Motion to approve employment of the attached personnel list “B” of non-tenured, certificated administrative staff with eligibility for tenure on the appropriate date for the 2021-2022 school year. (Attachment B).

*6. Motion to approve employment of the attached personnel list “C” of non-tenured, certificated administrative staff for the 2021-2022 school year. (Attachment C).

*7. Motion to approve employment of the attached personnel list “D” of tenured, certificated administrative staff for the 2022-2023 school year. (Attachment D).

*8. Motion to approve employment of the attached personnel list “E” of non-tenured, certificated administrative staff with eligibility for tenure on the appropriate date for the 2022-2023 school year. (Attachment E).

Approval of Personnel Motions

MOTION: Lisa Marshall		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			

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.3, as amended and described below

*1. Motion to approve the **First 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:

- 0143.2 - High School Student Representative to the Board of Education – Bylaw (M)
- 0163 - Quorum - Bylaw
- 1511 - Board of Education Website Accessibility - Policy (M)
- 2415 - Every Student Succeeds Act - Policy (M)
- 2432 - School Sponsored Publications - Policy & Regulation (M) (ABOLISHED)
- 2624 – Grading System – Regulation as amended
- 3216 - Dress and Grooming – Policy
- 4216 - Dress and Grooming (NEW)
- 5200 – Attendance – Policy & Regulation (M)
- 5410 – Promotion and Retention - Regulation
- 5513 - Care of School Property - Policy & Regulation (M)
- 5517 - School District Issued Student Identification Cards - Policy (M)
- 5600 – Student Discipline/Code of Conduct Policy (M)
- 5722 - Student Journalism – Policy (M) (NEW)

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

MS – 2022-2023 - None

HS - 2022-2023 - 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	Yanoff, Cheryl	Oakwood Lanes	Transportation	MD/AU
2	Manfra, Toni	Best Buddies Leadership Conference	Transportation	

Approval of Education & Policy Motions

MOTION: Scott Bodenschatz		SECOND: Chris Cannavo		
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 Mrs. Hansen and seconded by Mr. Bodenschatz to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 10 as amended and described below:

*1. Motion to approve the bill list for the period June 29, 2022 through June 30, 2022, in the amount of \$828,353.61.

*2. 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
5611642836	Sussex County Ed. Services Commission – North Hill Academy	\$60,955.00	\$14,707.50	\$2,095.00	9/7/22-6/30/23
6001523607	Celebrate the Children	\$77,580.00	\$31,500.00	N/A	9/7/22-6/26/23
9583918576	Franklin Township Board of Ed.	\$3,652.00	N/A	N/A	7/5/22-8/4/22
9583918576	Franklin Township Board of Ed.	\$34,600.00	N/A	N/A	8/25/22-6/30/23

*3. Motion to approve a contract with the New Jersey Commission for the Blind and Visually Impaired, to provide evaluation services, technical, consultative and instructional services for Student #1417953248 for the 2022-2023 school year in the amount of \$2,200.00.

*4. Motion to approve the Tuition Contracts and Paraprofessional Contract with Oxford Township School District for the following students for the 2022-2023 extended school year:

Student	Program	Tuition	Paraprofessional	Effective
3981209908	LLD Program	\$2,150.00	N/A	7/1/22-7/29/22
1621577524	MD Program	\$3,000.00	N/A	7/1/22-7/29/22
9553159645	MD Program	\$3,000.00	\$1,240.00(shared)	7/1/22-7/29/22

*5. Motion to approve the Tuition Contract and Paraprofessional Contract with Lopatcong Township School District for student #4819804283 for the 2022-2023 extended school year in the amount of \$3,000.00 for tuition and \$2,480.00 for paraprofessional costs

*6. Motion to approve the Tuition Contract and Paraprofessional Contract with Pohatcong Township School District for student #6264277903 for the 2022-2023 extended school year in the amount of \$3,000.00 for tuition and \$2,480.00 for paraprofessional costs.

*7. Motion to accept the following quotes for the 2022-2023 Summer School Transportation as recommended by the Superintendent:

Vendor Name	Route #	Route Cost	Aide Cost	Total Route Cost	Mileage Adjustment Cost
GST Transport	SE1	\$275.00/diem	N/A	\$275.00/diem	\$0.95 per mile
Snyder Bus Service	SE1	\$305.00/diem	N/A	\$305.00/diem	\$1.70 per mile
Krapf School Bus	SEI	No Quote	N/A	N/A	N/A
GST Transport	SW1	\$275.00/diem	N/A	\$375.00/diem	\$0.00 per mile
Snyder Bus Service	SW1	\$315.00/diem	N/A	\$315.00/diem	\$1.70 per mile
Krapf School Bus	SW1	No Quote	N/A	N/A	N/A

Be It Resolved to award the following contracts for the 2022-2023 Summer School Transportation as recommended by the Superintendent:

Vendor Name	Route #	Route Cost	Aide Cost	Total Route Cost	Mileage Adjustment Cost
GST Transport	SE1	\$275.00/diem	N/A	\$275.00/diem	\$0.95 per mile
GST Transport	SW1	\$275.00/diem	N/A	\$375.00/diem	\$0.00 per mile

*8. Motion to accept, with gratitude, the donation of a new 2022 Polaris Ranger 500 (value \$11,914) from the Warren Hills Marching Band Booster Club, pursuant to *Policy 7230, Gifts, Grants & Donations*

*9. Motion to approve Transportation bid specs for Routes 61 SP, 62 SP and 3SP and authorize the Business Administrator to go out to bid.

*10. Motion to approve an Emergency Project as approved by the Warren County Department of Education to install boilers at the Middle School with CMC Energy Services under the Elizabethtown Gas Direct Install Agreement at a net cost of \$61,072.

Approval of Budget & Finance Motions

MOTION: Jean Hansen		SECOND: Scott Bodenschatz		
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 8:25 p.m.

Approval to Adjourn

Motion by Mrs. Hansen and seconded by Mrs. Marshall to adjourn at 8:25 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary

Attachment	"A"			
Tenured, Administrative staff:				
Name		Position	Step	Salary
Kavcak, Christopher		High School Principal	6	\$ 134,420.00
Rader, Susan		High School Assistant Principal	15	\$ 119,879.00
Barker, Glenn		High School Assistant Principal	8	\$ 110,939.00
Remondelli, Nicholas		Middle School Principal	6	\$ 123,696.00
Cacchio, Robert		Middle School Assistant Principal	3	\$ 104,477.00
Brown, Amanda		Supervisor of World Language/Health/PE/Fine Arts	8	\$ 109,860.00
Dennison, Keith		Supervisor of English and Social Studies	8	\$ 109,860.00
Attachment	"B"			
Non Tenured, Administrative staff with eligibility for tenure on the appropriate date:				
Name	Tenure Eligibility Date	Position	Step	Salary
Apple, Heather	07/02/2021	Supervisor of Math and Science	8	\$ 109,860.00
Attachment	"C"			
Non Tenured, Administrative staff:				
Name		Position	Step	Salary
Jones, Michael	08/23/2022	Athletic Director	5	\$ 119,105.00
Rowlin, MaryLouise	07/01/2022	Supervisor of Special Services	5	\$ 117,474.00
<hr style="border-top: 1px dashed black;"/>				
Attachment	"D"			
Tenured, Administrative staff:				
Name		Position	Step	Salary
Kavcak, Christopher		High School Principal	7	\$ 137,913.00
Rader, Susan		High School Assistant Principal	OG	\$ 122,995.00
Barker, Glenn		High School Assistant Principal	9	\$ 113,824.00
Remondelli, Nicholas		Middle School Principal	7	\$ 126,912.00
Cacchio, Robert		Middle School Assistant Principal	4	\$ 107,193.00
Apple, Heather		Supervisor of Math and Science	9	\$ 112,718.00
Brown, Amanda		Supervisor of World Language/Health/PE/Fine Arts	9	\$ 112,718.00
Dennison, Keith		Supervisor of English and Social Studies	9	\$ 112,718.00
Attachment	"E"			
Non Tenured, Administrative staff with eligibility for tenure on the appropriate date:				
Name	Tenure Eligibility Date	Position	Step	Salary
Jones, Michael	08/23/2022	Athletic Director	6	\$ 122,202.00
Rowlin, MaryLouise	07/01/2022	Supervisor of Special Services	6	\$ 120,528.00