

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**January 2, 2024**  
**6:30 p.m. – Regular Meeting**

**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 Alfred Coscia, Thomas Dufner, Molly Fraumeni, Jean Hansen, Lisa Marshall, Paula Merrill and Corey Piasecki. Also present were Earl Clymer, Dennis Mack and Donnamarie Palmiere. Board Attorney Kate Gilfillan was present and Student Representative Bailey Asbury was present for the public session.

Erik Heller and Amy Kemp were present and joined after they were sworn in as board members.

**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:

<b>DISTRICT</b>	<b>NAME</b>	<b>TERM</b>
Mansfield Township	Corey Piasecki	Expired 3 year 1/1/24 - 12/31/26
Washington Township	Lisa Marshall	Expired 3 year 1/1/24 - 12/31/26
Franklin Township	Jean Hansen	Expired 3 year 1/1/24 - 12/31/26
Washington Borough	Erik Heller	Expired 3 year 1/1/24 - 12/31/26
Washington Township	Amy Kemp	Unexpired 1 year 1/1/24 - 12/31/24

**D. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1**

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**

Motion by Mrs. Marshall, to nominate Molly Fraumeni, for President of the Warren Hills Regional Board of Education.

Additional nominations for President:

There were no other nominations for President.

Motion by Mrs. Merrill to close the nominations for President.

Second by Mr. Piasecki to close the nominations for President.

A motion was made by Mrs. Merrill and seconded by Mrs. Hansen to elect Molly Fraumeni as d President of the Warren Hills Regional Board of Education.

Approval to Elect Board President

MOTION: Paula Merrill		SECOND: Jean Hansen		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

Newly elected President assumes chair

**F. NOMINATION FOR THE POSITION OF BOARD VICE PRESIDENT**

Motion by Mrs. Marshall, to nominate Alfred Coscia, for Vice President of the Warren Hills Regional Board of Education.

There were no additional nominations for Vice President:

Motion by Mrs. Merrill to close the nominations for Vice President.

Second by Mrs. Hansen to close the nominations for Vice President.

A motion was made by Mr. Piasecki and seconded by Mrs. Merrill to elect Alfred Coscia as Vice President of the Warren Hills Regional Board of Education.

Approval to Elect Board Vice President

MOTION: Corey Piasecki		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

**G. Board Reorganization Motions for the period ending December 31, 2024:**

Motion by Mr. Piasecki and seconded by Mrs. Merrill to approve Board Reorganization motions \*1 as described below:

\*1. Motion to approve the 2024 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 Public Session.

MOTION: Corey Piasecki		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

Motion by Mr. Piasecki and seconded by Mrs. Merrill to approve Board Reorganization motions 2 through 4 described below:

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

\*3. Motion to appoint Amy Kemp as Alternate Delegate to the New Jersey School Boards Association.

\*4. Motion to appoint Paula Merrill as Delegate to the Warren County School Boards Association.

**Approve Reorganization Motions**

MOTION: Corey Piasecki		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			

Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

**H. Executive Session- 6:43 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*
- 4) *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 by Mrs. Merrill and seconded by Mrs. Marshall to go into Executive Session at 6:43 p.m. with full board consent.

**I. Reconvene: 7:00 p.m.**

Approval to Reconvene

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 12, 2023 Regular and Executive Session Meetings

Motion by Mrs. Hansen and seconded by Mrs. Merrill to approve the minutes of the December 12, 2023 Regular and Executive Session Meeting.

MOTION: Jean Hansen		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller			X	
Amy Kemp			X	
Lisa Marshall			X	
Paula Merrill	X			
Corey Piasecki	X			

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

A letter from a staff member who will be retiring was received.

**K. Student Liaison Report** – Bailey E. Asbury

- Key Club hosting a blood drive on January 9
- Student Council reporting on Stuff the Bus

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

- Rod Grants -
  - Meeting will be set up to discuss with Finance & Facilities Committee
- Wall Behind Excel Project – Discussion  
Board in favor of proceeding with USDA-NRCS Emergency Watershed Program to address the retaining wall adjacent to the Excel Building. Total estimated cost is \$165,000 and the district would be responsible for 25%
- FEMA Project Update - Mrs. Palmiere  
The storm of July 14<sup>th</sup> was broken up into 7 projects under FEMA. 6 of the 7 projects have been submitted and 1 of those projects is awaiting final review. There are weekly meetings with FEMA. They have been extremely supportive and helpful. FEMA approved projects will be reimbursed at 75% of the cost.

**M. Goals:**

**Warren Hills Board of Education District Goals for 2023-2024:**

**District Goal 1:**

Provide faculty & staff with resources, best practices and strategies and tiered systems of support through vertical articulation for grades 6&7 and 8&9. Analyses of common in-district assessments and standardized testing data will focus on increasing student achievement in Math and ELA on the New Jersey Graduation Proficiency Assessment (NJGPA).

**District Goal 2:**

To implement best practices and strategies to enhance the Culture and Climate of district school buildings in collaboration with local and state agencies, including but not limited to, in-house professional development programs, the District Mental Health Team (DMHT), SCAIP initiative, the Nurtured Heart Approach, the DREAMS Program and Restorative Justice techniques.

**District Goal 3:**

To implement strategies and tools to enhance and protect district technology data, information, and applications from emerging technology issues such as cybersecurity and the appropriate use of artificial intelligence in schools.

**Warren Hills Board of Education Board Goal for 2023-2024:**

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

**N. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	No Meeting Held	By Chair:
Education, Policy & Technology	No Meeting Held	By Chair:
Personnel & Student Activities	No Meeting Held	By Chair:
Negotiations	No Meeting Held	By Chair:

**O. Old Business**

Mrs. Marshall mentioned that she missed Delegate Assembly but they did not approve board members getting paid.

**P. New Business**

Mr. Dufner mentioned that over the break he met someone who started a Team Think-Tank Project for Gifted & Talented students. It is an online course for students and the next topic is on financial securities. They are offering a scholarship to one Warren Hills student.

**Q. 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

**R. ACTION ITEMS**

**I. PERSONNEL**

Motion by Mrs. Marshall and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.3 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	Joseph Greenwood	Accept	Paraprofessional	\$27.68/hr	MS	1-19-24	1-19-24	Resignation
2	Eric Brown	Accept	Paraprofessional	\$26.71/hr	HS	1-02-24	1-02-24	Resignation
3	Linda Brigode-Katstra	Approve	Chaperone	\$31.00/hr	HS	1-03-24	until end of Spring Musical	Submission of timesheet, if coverage provided
4	Christine Tybruczny	Approve	Chaperone	\$31.00/hr	HS	1-03-24	until end of Spring Musical	Submission of timesheet, if coverage provided
5	Cheryl Yanoff	Approve	Chaperone	\$31.00/hr	HS	1-03-24	until end of Spring Musical	Submission of timesheet, if coverage provided
6	Tasjaana Miraglia	Approve	Coach - Head - Boys Track	\$4,442	MS	3-14-24	End of Season	Tier 3 - <b>Step 3</b> (Amending Step to read Step 3 originally approved at Step 2)



Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
7	Luanne Ferenci	Approve	Coach- Asst - Softball	\$6,883	HS	Start of Spring Season	Ends of Season	Tier 3 Step 4
8	Andrew Scovell	Approve	Substitute Teacher	\$130/day	District	1-03-24	6-30-24	Pending receipt of required paperwork
9	Janine Horber	Accept	Newspaper Advisor	\$4,100	HS	12-20-23	N/A	Resignation

\*2. Motion to approve the following travel and conference requests:

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	E. Clymer	Superintendent	NJASA Techspo 24 Harrah's Resort Atlantic City NJ	\$540 Registration, Mileage, Accommodation, Meals	January 24-26, 2024 Meets District Goal #3

\*3. Motion to approve the following medical / maternity leave of absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without benefits	Return Date	Discussion
1	51487965	Leave of Absence Care of a Family Member	Custodian	HS	1/2/24	0	1/2/24	1/2/24	N/A	on or about 3-26-24	
2	58572215	Paternity Leave	Guidance Counselor	HS	on or about 3/11/24	0	3/11/24	3/11/24	N/A	June/July 2024	Return for Summer Guidance Work

### Approval of Personnel Motions

MOTION: Lisa Marshall		SECOND: Jean Hansen		
Name	Ayes	Nays	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			

Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

## II. EDUCATION AND POLICY

Motion by Mrs. Marshall and seconded by Mrs. Merrill 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 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:

### P 5756 - Transgender and Gender Nonconforming

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

MS –2023-2024 - None

HS - 2023-2024 - 004

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	K Morpeth S Montero J Ternosky N Labrit-Petrewski	WHRHS	Transportation	WHRMS Fine Arts
2	N Labrit-Petrewski	Ambassador Theater 219 W 49th St NY NY 10019	Partial Fee for Students, Transportation	WHRHS Drama Club - Chicago the Musical

### Approval of Education & Policy Motions

MOTION: Lisa Marshall		SECOND: Paula Merrill		
Name	Ayes	Nays	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller			X	

Amy Kemp			X	
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

**III. BUDGET AND FINANCE**

Motion by Mrs. Merrill and seconded by Mr. Piasecki to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 6 as amended and described below:

\*1. The Warren Hills Regional Board of Education approves the November, 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 monthly financial report of the Secretary and the Treasurer for the month of November, 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 December 13, 2023 through January 2, 2024, in the amount of \$3,345,466.93.

\*3. Motion to approve Student Activities bill list for the period November 1, 2023 through November 30, 2023 in the amount of \$21,060.64.

\*4. Motion to approve Athletic bill list for the period November 1, 2023 through November 30, 2023 in the amount of \$2,030.00.

\*5. Motion to approve transfers in the amount of \$5,517.52 for the month of November, 2023.

\*6. BE IT RESOLVED to authorize execution and delivery of the following Grant Agreements:

Project # 41-5465-050-23-R501 Warren Hills Regional HS	HVAC Upgrades & Unit Ventilator Replacement at Warren Hills Regional HS
Total FEC	\$4,664,500.00
State Share	\$1,865,800.00
Local Share	\$2,798,700.00

Project # 41-5465-060-23-R501 Warren Hills Middle School HVAC Upgrades Warren Hills Middle School

Total FEC	\$1,527,890.00
State Share	\$ 611,156.00
Local Share	\$ 916,734.00

AND BE IT RESOLVED to authorize Delegation of Authority to the School Business Administrator for supervision of the School Facilities Projects:

Project # 41-5465-050-23-R501 Warren Hills Regional HS HVAC Upgrades & Unit Ventilator Replacement at Warren Hills Regional HS

Project # 41-5465-060-23-R501 Warren Hills Middle School HVAC Upgrades Warren Hills Middle School

Approval of Budget & Finance Motions

MOTION: Paula Merrill		SECOND: Corey Piasecki		
Name	Ayes	Nays	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller			X	
Amy Kemp			X	
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

**S. Public Comment**

No public comment

Mrs. Fraumeni congratulated the new board members and the re-elected board members.

**U. Adjournment 7:17 p.m.**

Motion by Mrs. Merrill and seconded by Mrs. Hansen to adjourn at 7:17 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere  
Business Administrator/Board Secretary