

WARREN HILLS REGIONAL BOARD OF EDUCATION

April 9, 2024

6:32 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

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Alfred Coscia (arrives 6:35), Thomas Dufner, Molly Fraumeni, Erik Heller, Amy Kemp, Lisa Marshall and Paula Merrill. Also present were Earl Clymer, Dennis Mack and Donnamarie Palmiere. Board Attorney Marc Zitomer was present and Student Representative Bailey Asbury was present for the public session. Jean Hansen and Corey Piasecki were absent.

C. Executive Session- 6:34 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) *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 by Mrs. Marshall and seconded by Mrs. Merrill to go into Executive Session at 6:34 p.m. with full board consent.

D. Reconvene: 7:25 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

- March 19, 2024 Regular & Executive Session Meetings

Motion by Mrs. Merrill and seconded by Mrs. Marshall to approve the minutes of the March 19, 2024 Regular and Executive Session Meeting.

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

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

F. Student Liaison Report – Bailey E. Asbury

- Pep Rally 4/12/24
- Mr. Warren Hills 4/19/24
- Peer Tutoring and Outreach ongoing
- Bake Sale
- Self-Awareness Month

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

- FFA Presentation
- GEOY Presentations
- Robotics Team was invited to attend the World Competition in Houston, Tx
- The Warren Hills Drama Club would like to congratulate the cast and crew at both the middle and high school on their Montclair Theater Night Award Nominations for the Fall/Winter performances of *Once Upon a Mattress: Youth Edition* and *12 Angry Jurors*. Between the two shows they earned a total of 16 nominations.
- Take Your Child to Work Day - April 25, 2024

- Skilled Laborers Union Grant, J. Willis, \$6,000.00 - Build Dugouts on JV Baseball Field

**H. Presenter(s):** FFA Presentation - Mrs. Smith  
 GEOY Awards Presentation - Mr. Clymer

**I. 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.

**District Goals**

- Goal 1
  - Data analysis of NJSLA Test scores for Current 8th Grade students based on the NJSLA 6 & NJSLA 7 ELA & Math Scores -HA & KD
  - Share with E&P at Monday evening committee meeting
  - April 26th - Faculty PD - OnCourse Training
- Goal 2
  - MS Survey for Culture and Climate under SCAIP program
  - MS Faculty Committees

**Board Goals**

- Goal 1
  - Governor of the year awards
- Goal 2
  - FFA Presentation

**J. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	No Meeting Held	By Chair: Mr. Piasecki
Education, Policy & Technology	March 25, 2024	By Chair: Mr. Coscia
Personnel & Student Activities	No Meeting Held	By Chair: Mrs. Marshall
Negotiations	March 25, 2024	By Chair: Mrs. Fraumeni

Mr. Coscia reported that Education, Policy & Technology met and reviewed the Middle School schedule which is still being discussed. They also discussed test scores and levels of remediation.

Mrs. Fraumeni reported that Negotiations met has a meeting scheduled next week with the WHREA.

**K. Old Business**

Mrs. Marshall reported that the HIB resolution was scheduled to be reviewed tonight. A representative will be needed to present the resolution to the Delegate Assembly on Saturday, May 18<sup>th</sup>.

**L. New Business**

Mr. Clymer added the following to the agenda:

- Under I Personnel \*2.

\*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
1	Kim Meany	Clinical Internship & Clinical Experience	N/A	N/A	District	01-06-25	03-28-25	Under the direction of Grand Valley State University, MaryLouise Rowlin, Sharon Pritchard
2	Jocelyn Mosher	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
3	Kyle Watt	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
4	Gunnar Henning	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
5	Jarod Parker	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
6	Gabriella Bitecola	Volunteer	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork

- Under II. Education and Policy \*4

\*4. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
12	<del>A Eisner</del> A Slack E Clymer T Zavacki A Mosher J Mosher K. Watt G Henning	FIRST Robotics World Championships Houston, TX	Transportation, Lodging, Meals, Airfare, mileage	US FIRST Robotics - Project FIRST

### M. 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.

No Public Comment

**N. ACTION ITEMS**

**I. PERSONNEL**

Motion by Mrs. Marshall and seconded by Mrs. Kemp to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.4 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	Stephanie Scupoline	Approve	Substitute Teacher	\$130.00/day	District	4-10-24	6-30-24	Pending receipt of all required paperwork
2	Alison Periera	Approve	Chaperone	\$31.00/hr	District	06-03-24*	06-03-24*	For students who need assistance at Dorney Park 8th Grade Trip * Rain date 6-5-24
3	Charmaine Politano	Approve	Substitute Driver	\$27.00/hr	District	4-10-24	6-30-24	Pending receipt of all required paperwork
4	Bailey Bevins	Approve	Coach - Asst Football	\$4,769	District	Start of 24-25 Season	End of Season	Tier 1, Step 2
5	Christian Semenowitz	Approve	Coach – Asst Boys Soccer	\$4,874	HS	Start of 24-25 Season	End of Season	Tier 3, Step 2
6	Lourdes Garcia	Accept	ESL Teacher	\$98,843	District	6-30-24	7-1-24	Retirement
7	Chalee Yale	Accept	Paraprofessional	\$27.68/hr	MS	4-22-24	4-22-24	Resignation

**All 2023-2024 Salaries remain in effect for the 2024-2025 School Year, pending contract negotiations.**

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

Code No.	Name	Position	Degree/Step/ # of Hours	Salary/ Stipend	Location	Date Effective	Date Terminat ed	Discussion
1	Kim Meany	Clinical Internship & Clinical Experience	N/A	N/A	District	01-06-25	03-28-25	Under the direction of Grand Valley State University, MaryLouise Rowlin, Sharon Pritchard
2	Jocelyn Mosher	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
3	Kyle Watt	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
4	Gunnar Henning	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
5	Jarod Parker	Volunteer Robotics	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork
6	Gabriella Bitecola	Volunteer Softball	N/A	N/A	District	04-10-24	6-30-24	Pending receipt of required paperwork

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	J Swick	24 <sup>th</sup> Annual NJPN Conference	Atlantic City Convention Center 1 Convention Blvd Atlantic City NJ 08401	Registration \$350, Mileage	May 16 and May 17, 2024  Title II Funds
2	L Porcelli	2024 NJ Office of Student Protection Training Program	Hunterdon County Office of Education 314 Route 12 Flemington NJ 08822	Mileage	April 19, 2024
3	J Giamoni	Rutgers Teen Mental Health Summit	Rutgers University Piscataway NJ	None	April 16, 2024
4	E Biamonte	Rutgers Teen Mental Health Summit	Rutgers University Piscataway NJ	None	April 16, 2024
5	J Solecitto	Martin Guitar Factory Field Trip	Sycamore Street Nazareth, PA	None	April 25, 2024
6	J Solecitto	WCCSE Convo Tech	Warren Tech 1500 NJ 57 Washington NJ	None	May 28, 2024
7	C Dell Elba	NJ Speech & Hearing Annual Conference	Harrah's Resort 777 Harrah's Blvd Atlantic City NJ 08401	Registration \$280, Mileage	May 9 and May 10, 2024

8	K Tomasino	Sussex-Warren Association of School Psychologists	Sage Alliance Boonton NJ	None	May 3, 2024
9	A Brown	NJTESOL/NJBE Spring Conference	Hyatt Regency Hotel New Brunswick NJ	Registration \$640, Mileage	May 29, 30 & 31, 2024 Title II Funds
10	H Apple	NJAMSL Roundtable	Rutgers Lifelong Learning Center New Brunswick NJ	Mileage	June 3, 2024

\*4. 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	93100667	Medical Leave	Teacher	HS	3/25/24	5.5	on or about 4/9/24	N/A	6/4/24	6/4/24	

#### Approval of Personnel Motions

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

## II. EDUCATION AND POLICY

Motion by Mr. Coscia and seconded by Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.4, as amended and described below:



\*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:

**P 5570 Sportsmanship**

\*2. 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 1140 Educational Equity Policies/Affirmative Action (M)**
- P 1523 Comprehensive Equity Plan (M)**
- P 1530 Equal Employment Opportunities (M)**
- R 1530 Equal Employment Opportunity Complaint Procedure (M)**
- P 1550 Equal Employment/Anti-Discrimination Practices (M)**
- R 2200 Curriculum Content (M)**
- P 2411 Guidance Counseling (M)**
- P 3211 Code of Ethics**
- P 5750 Equitable Educational Opportunity (M)**
- P 5755 Equity In Educational Programs and Services (M) (Abolished)**
- P 5841 Secret Societies**
- P & R 7610 Vandalism**
- P 9323 Notification of Juvenile Offender Case Disposition**

\*3. Motion to affirm the administrative decision regarding the following HIB cases:

- MS –2023-2024 - None
- HS - 2023-2024 - None

\*4. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	G Barker	NJ Convention & Exposition Center – Construction Industry Career Day 97 Sunfield Ave Edison NJ 8837	Transportation	Technology Education Department
2	S Montero K Morpeth S Guikema	Broughal MS, Bethlehem PA Catasauqua HS, Northampton PA Dorney Park & Wild Water Kingdom 4000 Dorney Park Rd Allentown PA 18104	Cost of Registration, Transportation	WHRMS Jazz Ensemble WHRMS Select Choir
3	H Heslin	Downtown Washington NJ	Transportation	WHRMS - Mrs. Heslin’s Class

Code	Requested by:	Trip	Board of Education Cost	Discussion
4	H Heslin	WHRHS	Transportation	WHRMS Transitioning Days
5	J Solecitto K Morpeth	Martin Guitar Factory Tour 510 Sycamore St Nazareth PA 18064	Transportation, \$5.00 per person	Gifted & Talented
6	H Heslin	Oakwood Lanes Route 31 Washington NJ	Transportation \$8.00 includes bowling & Shoes	Kidz Connection & Ms. Heslin's MD Class
7	J Solecitto M Devine	Convo Tech Day Warren Tech 1500 NJ-57 Washington NJ 07882	Transportation	Gifted & Talented 7
8	H Heslin	Brothers Pizza Route 57 Washington NJ	Transportation	MS MD Graduation Celebration (Transition)
9	K Morpeth	WHRHS	Transportation	WHRMS Concert Band
10	R Smola C Green	WHRHS	Transportation	WHRMS Buddies PE Field Day
11	J Solecitto	WHRHS	Transportation	Gifted & Talented 8 Science
12	<del>A Eisner</del> A Slack E Clymer T Zavacki A Mosher J Mosher K. Watt G Henning	FIRST Robotics World Championships Houston, TX	Transportation, Lodging, Meals, Airfare, mileage	US FIRST Robotics - Project FIRST

### Approval of Education & Policy Motions

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

**III. BUDGET AND FINANCE**

Motion by Mrs. Merrill and seconded by Mr. Heller to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 11 as amended and described below:

\*1. Motion to approve the bill list for the period March 20, 2024 through April 9, 2024, in the amount of \$1,552,193.00.

\*2. Motion to approve Home/Bedside Instruction Agreement with Silvergate Prep for Student #2540465287, commencing March 13, 2024 until further notice, in the amount of \$41.00 per hour for a total of 10 hours per week.

\*3. Motion to approve the Resolution to participate in the Joint Transportation Agreement for the 2024-2025 school year with Sussex County Regional Transportation Cooperative as per the following schedule of fees:

<u>Schedule of Fees</u>	<u>Administrative Fees</u>
Special Education Routes	4%
Public Routes:	2%
Non-Public Routes	2%
Field Trips/Athletic Trips	4%
\$20.00 processing fee for each B6T – Nonpublic School Transportation Application	
\$50.00 quote fee for each field/athletic trip quoted	

\*4. BE IT RESOLVED, that the Warren Hills Regional Board of Education authorizes execution and delivery of the following SDA Grant Agreement:

Project # 41-5465-050-23-R501	Warren Hills Regional HS
Grant #: G5-6922	HVAC System Upgrades & Unit Ventilator Replacement

Total FEC	\$4,664,500.00
State Share	\$1,865,800.00
Local Share	\$2,798,700.00

AND BE IT RESOLVED, that the Warren Hills Regional Board of Education authorize Delegation of Authority to the School Business Administrator for supervision of the School Facilities Project:

Project # 41-5465-050-23-R501	Warren Hills Regional HS
Grant #: G5-6922	HVAC System Upgrades & Unit Ventilator Replacement

Total FEC	\$4,664,500.00
State Share	\$1,865,800.00

Local Share \$2,798,700.00

\*5. BE IT RESOLVED, that the Warren Hills Regional Board of Education authorizes execution and delivery of the following SDA Grant Agreement:

Project # 41-5465-060-23-R501 Warren Hills Middle School  
Grant #: G5-7040 HVAC Upgrades

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

AND BE IT RESOLVED, that the Warren Hills Regional Board of Education authorize Delegation of Authority to the School Business Administrator for supervision of the School Facilities Projects:

Project # 41-5465-060-23-R501 Warren Hills Middle School  
Grant #: G5-7040 HVAC Upgrades

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

\*6. Motion to submit the FY 2024 NJSIG Safety Grant in the amount of \$2,700 to be used for Security and Building updates.

\*7. Motion to approve the proposal from Design Resources Group Architects for the WHRMS Roofing at a cost of \$10,000.00 and the WHRSD Board Office Roofing in the amount of \$23,000 to design and prepare bid specifications for the WHRMS roof and the WHRSD Board Office roof.

AND, to “Amend” the district’s currently approved LRFP –and– submit all required and appropriate documents to the New Jersey Department of Education for approval as an “other capital project” and the district understands there will be no funding available from the state for this project.

\*8. Motion to approve Post Severance Contributions of Sick Day and Vacation Day Pay for the Superintendent,

WHEREAS, the Warren Hills Regional School District (the “Board”) intends to make non-salary reduction contributions on behalf of the Superintendent who retires,

WHEREAS, the Board will not permit any individual employee to have an option of receiving the equivalent amount as compensation,

WHEREAS, the Board wishes to make such contributions as Employer Contributions as permitted under Sections 403(b)(3) or 403(b)(7) and Section 415(c)(1) of the Code for eligible employees;

BE IT RESOLVED, that the Board hereby authorizes and directs the Warren Hills Regional School District implement a policy to make post-retirement contributions of all accumulated Sick and Vacation Day Pay to the 403(b)(3) or 403(b)(7) contract of the Superintendent commencing immediately in the year of the eligible employee’s retirement. These Employer contributions shall not exceed the limits of Section 415(c)(1) of the Section 403(b)(3) Code.

\*9. Motion to approve the purchase of 12 Interactive Flat Panels from Educate-Me.Net at a cost of \$21,788.00 using Title I SIA and Title IV funds.

\*10. Motion to approve the purchase of Digital Signage for High School front lobby from CDW Government Inc. at a cost of 2,188.00 using Title IV funds.

\*11. Motion to approve the purchase of a Lectern with sound from School Specialty Inc. at a cost of \$2,374.12 using ARP ESSER Accel Learning funds.

Approval of Budget & Finance Motions

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

**O. Public Comment**

None

**P. Second Executive Session 8:10 p.m.**

Motion by Mrs. Marshall and seconded by Mrs. Merrill to go into Executive Session at 8:10 p.m. with full board consent.

**Q.** Reconvene: 8:34 p.m.

**R. Adjournment 8:34 p.m.**

Approval to Adjourn

Motion by Mrs. Merrill and seconded by Mrs. Marshall to adjourn at 8:34 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere  
Business Administrator/Board Secretary