

WARREN HILLS REGIONAL BOARD OF EDUCATION

August 27, 2024

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

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Alfred Coscia (arrives 6:35 p.m.), Thomas Dufner, Molly Fraumeni, Jean Hansen, Erik Heller, Amy Kemp, Lisa Marshall, Paula Merrill (arrives 6:37 p.m.) and Corey Piasecki. Also present were Earl Clymer, Dennis Mack and Donnamarie Palmiere. Board Attorney Joseph Roselle was present.

C. Executive Session- 6:32 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 Mr. Piasecki and seconded by Mrs. Marshall to go into Executive Session at 6:32 p.m. with full board consent.

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 6, 2024 Regular & Executive Session Meetings

Motion by Mrs. Hansen and seconded by Mrs. Kemp to approve the minutes of the August 6, 2024 Regular Meeting.

MOTION: Jean Hansen		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			

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

An email was shared with the board from Baseball Coach, Aaron Feldman saying that he enjoyed his years of coaching but now has young children he wants to spend time with and will not be able to return.

F. Student Liaison Report –

None

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

- Good opening day - Bussing, Schedules
- Calendar Reminder
 - August 30 - 11:55 AM Dismissal
 - September 2 - Schools Closed for Labor Day Holiday
 - September 5th MS BTSN - 11:55AM Dismissal
- Motion to administratively add under Education & Policy #8 the District Goals.

H. Presenter(s):

None

I. Goals:

Warren Hills Board of Education District Goals for 2024-2025:

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.

J. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No Meeting Held	By Chair: Mr. Piasecki
Education, Policy & Technology	August 19, 2024	By Chair: Mr. Coscia
Personnel & Student Activities	August 20, 2024	By Chair: Mrs. Marshall
Negotiations	No Meeting Held	By Chair: Mrs. Fraumeni

Mr. Coscia reported that Education, Policy & Technology met and discussed the following:

- Looking to amend Policy 5570 Sportsmanship
- Reviewed the courses under 10 students and courses over 10 students
- Need to review Board of Education Bylaw regarding the Board of Education Student Representative
- Evaluation model submitted to the state has been approved and will be rolled out this year. The Marzano model will still be used for the non-instructional staff.
- Exchange student
- NJSLA preliminary scores
- Cell phone policy

The board had a very lengthy discussion on the cell phone policy and the committee chair thought it would be best to table the policies until the regulation was ready.

K. Old Business

Mr. Dufner requested the gym floors be cleaned again before the winter season begins.
Pay schools
Go Fan – Athletic Fund Policy needs to be reviewed

L. New Business

Warren County will be getting a new NJ School Board Rep.

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.

Ms. Garrett from Mansfield Township questioned how the cell phone policy would be enforced in private areas such as the bathrooms. She also asked if students would be allowed to use their phones to check their schedules. She also mentioned sports changes are done through an app and questioned what would happen if a student forgot something at home.

Ms. Mizerek felt the policy was too broad and it should be put into the teachers’ hands and the teachers should engage the students.

Second Executive Session- 9:04 p.m.

Motion by Mrs. Marshall and seconded by Mrs. Kemp to go into Executive Session at 9:04 p.m. with full board consent.

A. Reconvene: 9:17 p.m.

N. ACTION ITEMS

Mr. Clymer administratively added the following under Personnel *3. Code 2:

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
2	52998044	FMLA	teacher	HS	8/22/24	0	8/22/24	8/22/24		10/1/24	

Mr. Clymer administratively added the following under II. Education and Policy *8:

***8. Motion to approve district goals:**

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. Implementation of the Cluster Curriculum Project and the Curriculum Monitoring and Assessment Plan to more closely evaluate student performance and achievement related to NJ State Learning Standards, standardized and in-house assessments, including but not limited to, benchmark assessments, semester 1 and semester 2 final assessments and teacher-generated in-class assessments.

District Goal 2: To implement best practices and strategies to enhance the Culture and Climate of district school buildings in collaboration with student, faculty and administrative stakeholders. Practices and strategies will include but are not limited to, in-house professional development programs, the District Mental Health Team (DMHT), SCAIP initiative, the Nurtured Heart Approach and the DREAMS Program.

District Goal 3: To implement best practices and strategies to educate students, parents and faculty on the use of AI generators and related tools for education, while implementing and strengthening sound practices and protocols to minimize the potential of security breaches related to district-wide data and personal information.

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.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	Robert Bachman	Approve	Teacher	\$301.47/day Pro-Rated	MS	8-26-25	On or about 1-6-25	Leave Replacement Teacher - Mathematics - pending receipt of required documents
2	Risa DeStefano	Approve	Mentor	\$500.00	MS	8-20-24	6-30-2025	C. Haffling (Mentee), 2024-2025 School Year, per contractual language
3	Maria delPilar Romero Ramirez	Approve	Paraprofessional	\$26.98/hr Pro-Rated	MS	8-26-24	6-30-25	BA Step 1 - pending receipt of required paperwork
4	DeanaMarie Balas	Approve	Teacher	\$77,753.00	HS	8-26-24	6-30-25	Degree Movement on Guide – BA+15 Step J to MA

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
5	Marshall Cuomo	Approve	Teacher	\$72,833.00	HS	8-26-24	6-30-25	Degree Movement on Guide – BA Step H to MA
6	Nicole Nothnagel	Approve	Teacher	\$75,293.00	HS	8-26-24	6-30-25	Degree Movement on Guide – BA+15 Step I to MA
7	Lyandra Ross	Approve	Teacher	\$83,828.00	HS	8-26-24	6-30-25	Degree Movement on Guide – MA+30 Step J to MA+45
8	Todd Solecitto	Approve	Teacher	\$77,753.00	HS	8-26-24	6-30-25	Degree Movement on Guide – BA+15 Step J to MA
9	Ryan O’Melia	Approve	Substitute Teacher	\$130.00/day	District	8-26-24	6-30-25	Pending receipt of required documents
10	Kevin Horn	Approve	Substitute Teacher	\$130.00/day	District	8-26-24	6-30-25	Pending receipt of required documents
11	Jeffrey Balas	Approve	Teacher	\$1,400.00	MS	8-26-24	6-30-25	5th preparation, per contract
12	Nicole Silvis	Approve	Teacher	\$1,400.00	MS	8-26-24	6-30-25	5th preparation, per contract
13	Matthew Dell Elba	Approve	Teacher	\$1,400.00	HS	8-26-24	6-30-25	5th preparation, per contract
14	Shannon Klinder	Approve	Teacher	\$1,400.00	District	8-26-24	6-30-25	5th preparation, per contract
15	Jennifer Jessen	Approve	Teacher	\$1,400.00	District	8-26-24	6-30-25	5th preparation, per contract
16	Michael Quinto	Approve	Teacher	\$1,400.00	District	8-26-24	6-30-25	5th preparation, per contract
17	Danielle Miksch	Approve	Teacher	\$1,400.00	District	8-26-24	6-30-25	5th preparation, per contract
18	Christina Dock	Approve	Teacher	\$700.00	HS	on or about 1-18-25	6-30-25	5th preparation, per contract - Semester 2
19	Joseph Bamford	Approve	Teacher	\$600.00	HS	8-26-24	6-30-25	4 Partnerships, per contract
20	Danielle Miksch	Approve	Teacher	\$600.00	HS	8-26-24	6-30-25	4 Partnerships, per contract
21	Glenda Barrientos-Mejia	Accept	Paraprofessional	\$25.87/hr	District	8-12-24	8-24-24	Resignation
22	John Amey	Accept	Security Event Staff	\$40.00/hr	District	8-26-24	8-26-24	Resignation
23	Geraldine Congdon	Accept	Paraprofessional	\$25.87/hr	MS	8-23-24	8-23-24	Resignation
24	Thomas Delavventura	Amend	Coach Head Baseball	\$4,442	MS	3-14-24	End of Season	Amend Dec 12, 2023 resolution to include ESSER III Beyond the School Day

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
25	Mark Smith	Approve	Advisor HS Archery	\$4,100	HS	8-28-24	6-30-25	Tier 1
26	Sarah Codd	Approve	Advisor HS Assistant Yearbook	\$2,050	HS	8/28/24	6-30-25	Tier 1
27	Toni Manfra	Approve	Advisor HS Best Buddies	\$4,100	HS	8/28/24	6-30-25	Tier 1
28	Salvatore Montero	Approve	Advisor HS Chorus Club	\$4,100	HS	8/28/24	6-30-25	Tier 1
29	Salvatore Montero	Approve	Advisor HS Chorus director	\$3,500	HS	8/28/24	6-30-25	Tier 2
30	Adam Slack	Approve	Advisor HS Co-Advisor Archery	\$2,050	HS	8/28/24	6-30-25	Tier 1
31	Daryl Detrick	Approve	Advisor HS Computer Science	\$4,100	HS	8/28/24	6-30-25	Tier 1
32	Jennifer Giamoni	Approve	Advisor HS Debate Team	\$4,100	HS	8/28/24	6-30-25	Tier 1
33	Christina Dock	Approve	Advisor HS DECA	\$3,500	HS	8/28/24	6-30-25	Tier 2
34	Jennifer Cagnassola	Approve	Advisor HS drama Choreographer	\$3,500	HS	8/28/24	6-30-25	Tier 2 - One production
35	Nicole Labrit-Petrewski	Approve	Advisor HS Drama club director	\$4,100/per play	HS	8/28/24	6-30-25	Tier 1 - Two productions
36	Jason Graf	Approve	Advisor HS Drama club Pit Band	\$3,500	HS	8/28/24	6-30-25	Tier 2 - One production
37	Deana Marie Balas	Approve	Advisor HS Fashion Club	\$2,700	HS	8/28/24	6-30-25	Tier 5

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
38	Patricia Smith	Approve	Advisor HS FFA	\$4,100	HS	8/28/24	6-30-25	Tier 1
39	Lisa Weisentein	Approve	Advisor HS Freshmen	\$2,700	HS	8/28/24	6-30-25	Tier 5
40	Cedric Hickerson	Approve	Advisor HS Junior Class	\$3,300	HS	8/28/24	6-30-25	Tier 3
41	Kristen Chiara	Approve	Advisor HS key club	\$3,300	HS	8/28/24	6-30-25	Tier 3
42	Emily Kablis	Approve	Advisor HS National Honor Society	\$3,300	HS	8/28/24	6-30-25	Tier 3
43	Kristen Chiara	Approve	Advisor HS Newspaper	\$4,100	HS	8/28/24	6-30-25	Tier 1
44	Heather Wight	Approve	Advisor HS Senior Class	\$4,100	HS	8/28/24	6-30-25	Tier 1
45	Toni Manfra	Approve	Advisor HS Sophomore	\$2,700	HS	8/28/24	6-30-25	Tier 5
46	Heather Wight	Approve	Advisor HS Streak Nation	\$4,100	HS	8/28/24	6-30-25	Tier 1
47	Jennifer Giamoni	Approve	Advisor HS student council	\$4,100	HS	8/28/24	6-30-25	Tier 1
48	Kenneth Kurpat	Approve	Advisor HS Weight Room Fall	\$2,500	HS	8/28/24	11/15/24	Weight Room Advisor
49	Genevieve Deboer	Approve	Advisor HS Yearbook	\$4,100	HS	8/28/24	6-30-25	Tier 1
50	Salvatore Montero	Approve	Advisor MS Chorus Club	\$2,700	MS	8/28/24	6-30-25	Tier 5

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
51	Patricia Smith	Approve	Advisor MS Co-Advisor FFA	\$1,350	MS	8/28/24	6-30-25	Tier 5
52	Lisa Smith	Approve	Advisor MS Co-Advisor FFA	\$1,350	MS	8/28/24	6-30-25	Tier 5
53	Salvatore Montero	Approve	Advisor MS Drama Assistant	\$2,050	MS	8/28/24	6/30/25	50% of Tier 1
54	Nicole Labrit-Petrewski	Approve	Advisor MS Drama Club Director	\$4,100	MS	8/28/24	6/30/25	Tier 1 - One production
55	Kayleigh Morpeth	Approve	Advisor MS Jazz Ensemble	\$2,900	MS	8/28/24	6-30-25	Tier 4
56	Caroline Lamport	Approve	Advisor MS national Jr. Honor Society	\$3,300	MS	8/28/24	6-30-25	Tier 3
57	Christine Tyburczy	Approve	Advisor MS Peer Leadership	\$2,900	MS	8/28/24	6-30-25	Tier 4
58	Tasjaana Miraglia	Approve	Advisor MS Saga	\$2,900	MS	8/28/24	6-30-25	Tier 4
59	Maureen Flora	Approve	Advisor MS school Store	\$2,700	MS	8/28/24	6-30-25	Tier 5
60	Nicole Silvis	Approve	Advisor MS Student Council	\$3,500	MS	8/28/24	6-30-25	Tier 2
61	Elizabeth McKeown	Approve	Advisor MS Yearbook Co-Advisor	\$2,050	MS	8/28/24	6-30-25	Tier 1
62	Bridget Burstein	Approve	Advisor MS Yearbook Co-Advisor	\$2,050	MS	8/28/24	6-30-25	Tier 1

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
63	Timothy Zavacki	Approve	Advisor Robotics Assistant	\$2,700	HS/MS	8/28/24	6-30-25	Tier 5
64	Larysa Castaneda	Approve	Chaperone Gymnastics	\$31.00 an hour	HS	8/28/24	11/24/24	Not to exceed \$1,500
65	Joshua Davis-Pyzik	Approve	Coach - Assistant Football	\$4,769	HS	8/28/2024	Until end of season	Tier 1 Step 1 - Pending receipt of required paperwork
66	Scott Mosher	Approve	Coach - Assistant Robotics	\$4,510	HS	8/28/24	6-30-25	Tier 4 Step 3
67	Ari Eisner	Approve	Coach - Assistant Robotics	\$5,756	HS	8/28/24	6-30-25	Tier 4 Step 4
68	Adam Slack	Approve	Coach - Head Robotics	\$7,217	HS	8/28/24	6-30-25	Tier 4 Step 4
69	Jarrett Hosbach	Approve	Teacher	\$600.00	HS	8-26-24	6-30-25	4 Partnerships, per contract

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

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	S Fretz	Using Patterns of Strengths & Weaknesses Model Rutgers Graduate School of Applied & Professional Psychology	Webinar – Virtual	\$160.00 Registration	November 22, 2024 AND December 6, 2024

*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	10981405	Maternity Leave	A/P Specialist	District	on or about 12/02/24	33	1/27/25	1/27/25		on or about 4/16/25	
2	52998044	FMLA	Teacher	HS	8/22/24	0	8/22/24	8/22/24		10/1/24	

*4. Motion to approve two (2) Job Descriptions as recommended by the Personnel and Student Activities Committee and the Superintendent:

- IT Specialist - 12 Months - (Attachment B)
- Instructional Paraprofessional - (Attachment C)

Approval of Personnel Motions

MOTION: Lisa Marshall		SECOND: Jean Hansen		
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 Mr. Dufner to table Motion *1. Under Education and Policy.

MOTION: Fred Coscia		SECOND: Tom Dufner		
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			
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Motion Tabled

Motion by Mrs. Marshall and seconded by Mrs. Kemp to accept the recommendation of the Superintendent to approve and adopt motions II.2 through II.8, 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:~~

- ~~**5516 – Policy – Use of Electronic Communication & Recording Devices (ECRD)**~~
- ~~**5516.2 – Policy – Student Cell Phone Use**~~
- ~~**5600 – Policy – Student Discipline/Code of Conduct**~~
- ~~**5600 – Regulation – Student Discipline/Code of Conduct**~~

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

MS –2024-2025 - None
 HS - 2024-2025 - 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	J Giamoni N Silvis	NJASC 2024 Fall Conference College of NJ Ewing NJ	Transportation	WHRSD Student Councils HS & MS
2	J Giamoni N Silvis	NJASC 2025 Winter Convention College of NJ Ewing NJ	Transportation	WHRSD Student Councils HS & MS
3	J Giamoni N Silvis	NJASC 2025 Six Flags Great Adventure Jackson Twsp NJ	Transportation	WHRSD Student Councils
4	K Wanamaker Z Fisher M Gurdineer	State Tournament Jim Whelan Boardwalk Hall 2302 Boardwalk Atlantic City NJ	Transportation	WHRSD Wrestling
5	K Wanamaker Z Fisher M Gurdineer	Dual Meet Tournament Moorestown High School 350 Bridgeboro Road Moorestown NJ 08057	Transportation	WHRSD Wrestling

*4. Motion to approve the Doctor’s Standing Orders for the 2024-2025 School Year.

*5. Motion to approve the 2024-2025 Local Mentoring Plan as recommended by the Education, Policy & Technology Committee and the Superintendent.

*6. Motion to approve the attached MS & HS waiver for classes in which student enrollment exceeds 30 or is less than 10, per Class Size Policy & Regulation #2312. Additional adjustments may be presented at the next Board of Education meeting. (Attachment “A”)

*7. Motion to approve Exchange Student ID#2026416 - Effective: August 26, 2024 to on or about January 15, 2025.

*8. Motion to approve district goals:

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. Implementation of the Cluster Curriculum Project and the Curriculum Monitoring and Assessment Plan to more closely evaluate student performance and achievement related to NJ State Learning Standards, standardized and in-house assessments, including but not limited to, benchmark assessments, semester 1 and semester 2 final assessments and teacher-generated in-class assessments.

District Goal 2: To implement best practices and strategies to enhance the Culture and Climate of district school buildings in collaboration with student, faculty and administrative stakeholders. Practices and strategies will include but are not limited to, in-house professional development programs, the District Mental Health Team (DMHT), SCAIP initiative, the Nurtured Heart Approach and the DREAMS Program.

District Goal 3: To implement best practices and strategies to educate students, parents and faculty on the use of AI generators and related tools for education, while implementing and strengthening sound practices and protocols to minimize the potential of security breaches related to district-wide data and personal information.

Approval of Education & Policy 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	*8		
Paula Merrill	X			
Corey Piasecki	X			
Alfred Coscia	X			
Molly Fraumeni	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 revised June, 2024 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 June, 2024; 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 7, 2024 through August 27, 2024, in the amount of \$1,414,527.26.

*3. Motion to approve an additional transfer in the amount of \$44,109.63 for the month of June 2024.

*4. Motion to approve the following Special Education Tuition Contracts for the 2024-2025 extended and regular school year:

Student	School	Amount	Aide	Related Services	Effective
9369277272	HMH Carrier Clinic East Mountain School	\$105,000.00	N/A	N/A	7/8/24-6/30/25
7223821186	Hunterdon Central Regional High School	\$ 39,000.00	N/A	N/A	9/5/24-6/30/25

*5. Motion to approve the following Regular Education Tuition Contract for the 2024-2025 regular school year:

Student	School	Amount	Aide	Related Services	Effective
4458108870	Hunterdon County Vocational School	\$ 8,062.00	N/A	N/A	8/28/24-6/30/25

*6. Motion to approve an agreement with the Washington Emergency Squad for 2024 Friday and Saturday football games at a rate of \$100.00 per hour.

Approval of Budget & Finance Motions

MOTION: Paula Merrill		SECOND: Corey Piasecki		
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

Mrs. Samogyi from Oxford asked if the contract that was sent earlier that day from Oxford was received.

Mr. Riess said he was waiting for a response regarding questions concerning the SAGA club.

Q. Adjournment 9:27 p.m.

Approval to Adjourn

Motion by Mr. Heller and seconded by Mrs. Hansen to adjourn at 9:27 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary



WARREN HILLS REGIONAL SCHOOL DISTRICT

89 Bowerstown Road, Washington, NJ 07882

Phone: 908-689-3143 ~ Fax: 908-689-4814 ~ www.warrenhills.org

Earl C. Clymer, III
Superintendent

Donnamarie Palmiere
Business Administrator

Dennis Mack
Director of Human Resources

Over/Under Courses 2024-2025 School Year
"Attachment A"
August 27, 2024

Courses Under

Honors Advanced Topics in Engineering
Honors French IV
Honors Accounting II
Honors Advanced Topics in Computer Science
Introduction to Cybersecurity
AP Chemistry 1
AP Spanish V 1
Graphic Art & Design 1
Performance Training III
Web Page Design 1
Health 8F
Health 8M
Health 8M
Health 8F
Health 8M
Health 8F
Health 8F
Health 8M
Health 8M
Health 8M
Health 8F

Course(s)OVER

Peer Leadership 1

WARREN HILLS REGIONAL

I. POSITION TITLE: IT Specialist - 12 months

II. QUALIFICATIONS:

- A. High School Diploma
- B. Entry level computer and network skills.

III. REPORTS TO: District Technology Coordinator

IV. JOB GOAL: To assist in the daily functions of the technology operations.

V. DUTIES AND RESPONSIBILITIES:

- A. Manage end user devices for staff and students.
- B. Provide desktop support for district users.
- C. Maintain district devices, printers, a/v equipment, and other technology assets.
- D. Assist with management of user accounts. Keep operating systems up-to-date.
- E. Assist Technology Coordinator and Managers with network, hardware and software tasks.
- F. Provide and maintain an accurate inventory of hardware to the Technology Coordinator and Managers.
- G. Assist in the development and maintenance of the district website.
- H. Assist in investigating applications to be used by staff and students.
- I. Assist Technology Coordinator and Managers with district cybersecurity.
- J. Share educational technology advances with staff. Provide support for technology used in classes. Encourage staff to increase professional development in instructional technology.
- K. Assist teachers with troubleshooting in order to isolate and report problems.
- L. Study printed and online reference materials to further knowledge and decrease troubleshooting time.
- M. Perform duties as defined in district shared services agreements.
- N. Other duties as assigned by Technology Coordinator.

August 27, 2024

WARREN HILLS REGIONAL

TITLE: INSTRUCTIONAL PARAPROFESSIONAL

QUALIFICATIONS:

1. High School Diploma; successful completion of Paraprofessional praxis test; college-level coursework in education or related field*
2. Minimum experience as determined by the board
3. Knowledge of child growth and development and appropriate classroom practices and demonstrated ability to assist with instructional activities
4. Good oral and written communication skills
5. Required criminal history check and proof of U.S. citizenship or legal resident alien status

*In programs funded with federal Title I funds, or in district-wide Title I districts, all paraprofessionals (teaching assistants) hired after January 8, 2002 must complete at least two years of college, obtain an associate's degree or higher, or pass an evaluation to demonstrate the knowledge and ability to assist in teaching reading, writing, and math.

REPORTS TO: Building Principal

SUPERVISES: Assists in the supervision of classroom activities under the direction and supervision of the certified classroom teacher, Director of Special Education, principal or other designated certified personnel. May also be assigned to serve as a substitute teacher in the absence of the regular teaching staff member.

JOB GOAL: To effectively support the educational development and well-being of students by providing consistent, high-quality instruction and classroom management in the absence of the regular teacher. To ensure continuity in the learning environment, adhere to established lesson plans, and contribute to a positive, inclusive, and productive classroom atmosphere.

PERFORMANCE RESPONSIBILITIES:

1. Provides the continuity of effective instruction in the absence of the classroom teacher.
2. Works with students to reinforce learning of material or skills introduced by the teacher.
3. Operates and cares for equipment used in the classroom for instructional purposes.
4. Helps students master equipment or instructional materials assigned by teachers.
5. Distributes and collects workbooks, papers and other materials for instruction. Checks notebooks, corrects papers, monitors testing and make-up work, as assigned by the teacher.
6. Guides independent study, enrichment work, and remedial work assigned by the teacher.
7. Assists with the supervision of students during emergency drills, assemblies, play periods and field trips.
8. Reads to students, listens to students read, and participates in other forms of oral communication with students.
9. Checks notebooks, corrects papers, and supervises testing and make-up work, as assigned by the teacher.
10. Performs clerical duties related to the instructional program including attendance reports, collection of money, duplication of materials, and distribution and return of notices to home.

11. Participates in in-service training as assigned.
12. Follows all academic and behavior objectives outlined in the IEP or 504 Plan.
13. Assist with arrival and dismissal of students in the classroom. Assure that they are in place and ready to learn when the starting bell rings.
14. Monitor and escort students as needed from place to place during the school day.
15. Assist students in daily classroom routines, distribute materials, and collect materials at the beginning and end of each period.
16. Prepare and duplicate materials needed for instruction when not involved in class activities as needed by the classroom teacher.
17. Communicate via email with your students' teacher when questions or concerns arise.
18. If a parent approaches you as a paraprofessional, refer them to the teacher.
19. Serve as a substitute teacher in the absence of the regular teaching staff member.
20. Performs other related duties as assigned.
21. Must possess a valid NJ Substitute Certificate

Model Behavior

- Respect and maintain confidentiality of student interactions and records, as legally bound per the non-disclosure agreement signed by all paraprofessionals
- Respect diverse personal and cultural backgrounds of students and staff.
- Maintain a positive rapport with students in your class
- Effectively model appropriate problem solving and conflict resolution.
- Maintain a schedule of punctuality. Come to class on time and do not leave early. This includes monitoring lunch, physical education, and elective classes.
- Demonstrate a curiosity regarding instructional strategies as they relate to students. Participate in class activities to help engage your students.
- Follow the district dress code. Exceptions in some settings to be permitted at the supervisor's discretion.

TERMS OF

EMPLOYMENT: Salary and work year to be determined by the board of education.

ANNUAL

EVALUATION: Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations

Approved by:

Date:

Revised: April 4, 2023

LEGAL REFERENCES:

<u>N.J.S.A.</u> 18A:6-7.1	Criminal history record; employee in regular contact with pupils, grounds for disqualification from employment
<u>N.J.S.A.</u> 18A:16-1	Officers and employees
<u>N.J.S.A.</u> 18A:16-2	Physical examinations; requirement
<u>N.J.A.C.</u> 6A:9-7	Paraprofessional approval
<u>N.J.A.C.</u> 6A:14-4.1(e)	General requirements
<u>N.J.A.C.</u> 6A:32-6	School employee physical examinations

Immigration Reform and Control Act of 1986, 8 U.S.C.A 1100 et seq.

No Child Left Behind Act of 2001, P.L. 107-110, Title I Part a, Section 1119;

Qualifications for teachers and paraprofessionals, 20 U.S.C.A. 6301 et seq.

Title I Paraprofessionals Draft Non-Regulatory Guidance, November 15, 2002

August 27, 2024