

WARREN HILLS REGIONAL BOARD OF EDUCATION

DRAFT

October 15, 2024

DRAFT

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

Alfred Coscia	Thomas Dufner	Molly Fraumeni
Jean Hansen	Erik Heller	Amy Kemp
Lisa Marshall	Paula Merrill	Corey Piasecki

C. Executive Session- 6:30 p.m. (If Necessary)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Warren Hills Regional Board of Education adjourns to closed session to discuss:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
- 2) *Pending Litigation*
- 3) *Personnel Matters*
- 4) *Matters of Attorney/Client Privilege*
- 5) *Confidential Student Matters*

BE IT FURTHER RESOLVED, that the Warren Hills Regional Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

Approval to go into Executive Session

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

D. Reconvene: 7:15 p.m.

President’s Announcement: Adequate notice of this meeting in accordance with the Open Public Meeting Act has been given by posting one copy of a Notice of Meeting in the Warren Hills Regional Board of Education Office, by mailing copies to *The Express-Times*, *Warren-Reporter*, *Newark Star-Ledger* and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield, Oxford and Washington.

Pledge of Allegiance

Approval of Board Minutes

- September 24, 2024 Regular & Executive Session Meetings

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

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

F. Student Liaison Report – Louden Heller

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

H. Presenter(s): Man Lee, Nisivoccia, - Audit Report
Annual HIB Grade Report - Mr. Earl C. Clymer, III

I. Goals:

Warren Hills Regional School District Goals for 2024-2025 School Year

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

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

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	October 9, 2024	By Chair: Mr. Coscia
Personnel & Student Activities	September 26, 2024	By Chair: Mrs. Marshall
Negotiations	No Meeting Held	By Chair: Mrs. Fraumeni
Ad Hoc	October 10, 2024	By Chair: Mr. Heller

K. Old Business

L. New Business

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.

N. ACTION ITEMS

I. PERSONNEL

*1. Motion to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Jacqueline Nassry	Approve	Interim Assistant Principal	\$500.00/day	HS	On or about 12-1-24	On or about 6-30-24	Pending completion of all required paperwork
2	Kevin Horn	Approve	Leave Replacement - Teacher Library	\$350.28/day	HS	10-16-24	On or about 3-15-24	Step 1; Leave replacement Completion of all required paperwork
3	Shannon Tubman	Approve	Paraprofessional	\$28.51/hr Pro-rated	District	10-14-24	6-30-25	AIDE, HR BA Step 1 - Pending receipt of required paperwork
4	Cheryl Yanoff	Approve	1:1 Paraprofessional	\$32.00/hr	HS			Substitute 1:1 Paraprofessional for HS Drama Club
5	Jennifer Giamoni	Approve	Advisor - Saga	\$2,987.00 Pro-Rated	HS	10-16-24	6-30-25	Tier 4
6	Michael Howey	Approve	Coach - Head Girls Basketball	\$9,497.63	HS	Start of Season	End of Season	Tier 2; Step 4 - Pending receipt of required paperwork
7	Michael Howey	Approve	Coach - Assistant Spring Track	\$7,089.49	HS	Start of Season	End of Season	Tier 3; Step 4 - Pending receipt of required paperwork
8	Geri Cramer	Approve	Testing Coordinator	\$4,000.00	MS	10-16-24	6-30-25	Building Testing Coordinator
9	Jacqueline Solecitto	Approve	Advisor Horizons	\$3,399.00 Pro-rated	MS	10-16-24	On or about 03-15-25	Tier 3
10	Debra Rokosny	Approve	Advisor Earth Right	\$1,999.50	HS	10-16-24	6-30-25	Tier 3 (50%) Formerly S.A.V.E. Club

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
11	Ruben Moreno	Approve	Advisor Earth Right	\$1,999.50	HS	10-16-24	6-30-25	Tier 3 (50%) Formerly S.A.V.E. Club
12	Kelly Hayes	Approve	Secretary	\$24.49/hr	District	10-16-24	6-30-25	Clerical Assistance as needed (District Office)
13	Anthony Xiros	Approve	Substitute Security	\$20.00/hr	District	10-16-24	6-30-25	Pending receipt of required paperwork
14	Patrick Shanagan	Approve	Substitute Teacher	\$130.00/day	District	10-16-24	6-30-25	Pending receipt of required paperwork
15	Chelsea Rispoli	Rescind	Paraprofessional	\$25.05/hr	HS	10-01-24	10-01-24	Resignation
16	Cynthia Bamford	Amend	Teacher - Leave Replacement	\$374.98/day	HS	9-03-24	on or about 11-01-24	MA Step 8, Leave Replacement Teacher - Pending completion of all required paperwork
17	Marshall Cuomo	Amend	Teacher	\$77,455.00	HS	8-26-24	6-30-25	Degree Movement on Guide - BA Step 8 to MA Step 9
18	Nicole Nothnagel	Amend	Teacher	\$79,915.00	HS	8-26-24	6-30-25	Degree Movement on Guide - BA+15 Step 9 to MA Step 10
19	Lyandra Ross	Amend	Teacher	\$88,450.00	HS	8-26-24	6-30-25	Degree Movement on Guide - MA+30 Step 10 to MA+45 Step 11
20	Todd Solecitto	Amend	Teacher	\$82,375.00	HS	8-26-24	6-30-25	Degree Movement on Guide - BA+15 Step 11 to MA Step 11
21	John Henderson	Approve	Custodian	\$18.28 hr.	District	10-15-24	6-30-25	To work additional hours if needed not to exceed 29 hours per week
22	Robert Beam	Approve	Custodian	\$18.28 hr.	District	10-15-24	6-30-25	To work additional hours if needed not to exceed 29 hours per week

*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	William Lyons Jr	Volunteer	N/A	N/A	District	11-01-24	04-01-25	Boys Basketball
2	Adeen Rehan	Observation	N/A	N/A	HS	10-16-24	12-01-24	Warren County Community College under the direction of C Kavcak

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	C O'Neal	Montclair Counselor Workshop	Montclair State University 1 Normal Avenue Montclair NJ 07043	Mileage	December 6, 2024
2	M Thompson	Montclair Counselor Workshop	Montclair State University 1 Normal Avenue Montclair NJ 07043	Mileage	December 6, 2024
3	J Solecitto	WCCSE Spring Meeting	WHRSD District Office 89 Bowerstown Rd Washington NJ 07882	N/A	May 28, 2025
4	M Thompson	NJ Counselor - Big 10 Academic Alliance	Rutgers University Livingston Student Center 84 Joyce Kilmer Ave Piscataway NJ 08854	Mileage	October 18, 2024
5	L Kubbishun H Ranalli C Tyburczy	WCSCA Quarterly Meeting	Phillipsburg High School 1 Stateliner Blvd Phillipsburg NJ 08865	N/A	October 14, 2024
6	N Remondelli	School Refusal: Real help for Children & Teens Who can't or Won't go to School	PESI Kids Webinar	\$150 Registration	November 20, 2024
7	J Giamoni	NJ State Bar Foundation Mock Trial Workshop	NJSBF New Brunswick NJ	Mileage	October 30, 2024
8	R Smola	2024 NJAHPERD Lake Conference	Johnsonburg Camp & Retreat Center 822 CR 519 Johnsonburg NJ 07824	\$265.00 Registration, Mileage	October 21 & October 22, 2024 Title II Funds

9	C Green	2024 NJAHPERD Lake Conference	Johnsonburg Camp & Retreat Center 822 CR 519 Johnsonburg NJ 07824	\$265.00 Registration, Mileage	October 21 & October 22, 2024 Title II Funds
10	T Zavacki	NJTTEA Conference	Rutgers University Livingston Student Center Piscataway NJ	\$225 Registration, Mileage	November 1, 2024
11	M Smith	NJTTEA Conference	Rutgers University Livingston Student Center Piscataway NJ	\$225 Registration, Mileage	November 1, 2024
12	A Slack	NJTTEA Conference	Rutgers University Livingston Student Center Piscataway NJ	\$225 Registration, Mileage	November 1, 2024
13	H Apple	NJAMSL Fall Meeting	Rutgers Lifelong Learning Center New Brunswick NJ	Mileage	November 26, 2024
14	L Slane	Using AI Tools to Increase Social Studies Learning & Enhance Productivity	Webinar Bureau of Education & Research	\$295 Registration	November 14, 2024
15	K Kavcak	2nd Annual Drew Teach AI & Writing Symposium	Drew University 36 Madison Ave Madison NJ	\$75 Registration, Mileage	October 25, 2024
16	T Bendorf	ACTFL 2024 Annual Convention & World Languages Expo	Philadelphia, PA	\$350 Registration	November 22 to November 24, 2024
17	J Willis	Fusion CAM Fundamentals Workshop	Virtual Workshop	N/A	October 24 to October 25, 2024
18	M Smith	Fusion CAM Fundamentals Workshop	Virtual Workshop	N/A	October 21, 22, and 23, 2024
19	M Mason M O'Connor N Tauriello P McGarry	PEOSHA/ NJADP Training	Warren County Technical HS Route 57 Washington NJ	Mileage	October 25, 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	17379678	Maternity Leave	Teacher	HS	on or about 1-06-25	10	1/21/25	1/21/25	N/A	on or about 4-11-25	
2	52998044	Medical Leave	Teacher	HS	8/22/24	0	8/22/24	8/22/24	N/A	on or about 11/1/24	Amend return date

Approval of Personnel Motions

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

II. EDUCATION AND POLICY

*1. Motion to approve the **FIRST READ** of the following revised policies & regulations for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

- Regulation #5310 Health Services
- Policy & Regulation #5570 Sportsmanship
- Policy #6630 Athletic Fund
- Policy #6660 Student Activity Fund
- Policy #8420 Emergency & Crisis Situations
- Policy #9140 Citizens Advisory Committees - Abolish

*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:

- Policy #5516 - Electronic Communication and Recording Devices
- Regulation #5516.02 - Student Wireless Communication Device Use

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

MS –2024-2025 - None
 HS – 2024-2025 - 001, 002, 003, 004

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

Cod e	Requested by:	Trip	Board of Education Cost	Discussion
1	J Graf	Phillipsburg High School 1 Stateliner Blvd Phillipsburg NJ 08865	Transportation	Jazz Ensemble
2	J Graf	Musikfest Cafe 101 Founders Way Bethlehem PA 18015	Transportation	Jazz Ensemble
3	J Graf S Montero S Golda-Poirier	Hershey Park PA & Surrounding Schools & Colleges	Transportation	WHRSD Music Dept (Band Class, Choir Class, Jazz Ensemble, Select Choir)
4	J Jessen M Quinto J Swick S Klinder	Mackey’s Orchard 284 CR 519 Belvidere NJ 07823	\$7.50 per person Transportation	Excel Program
5	N Silvis J Balas H Ranalli	Camp Mohican Blairstown NJ	Transportation	8th Grade Alternative Class
6	A Slack A Eisner	Picatinny Arsenal 213 NJ-15 Wharton NJ 07885	Transportation	US First Robotics

*5. Motion to approve the following resolution for school bus emergency evacuation drills pursuant to the New Jersey Administrative Code (N.J.A.C. 6A:27-11.2):

WHEREAS, school administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school and;

WHEREAS, the school bus driver and bus aide shall participate in the emergency exit drills, and;

WHEREAS, drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity, and;

WHEREAS, drills shall be documented in the minutes of the local Board of Education at the first board meeting following the completion of the emergency exit drill;

So be it resolved that the Board of Education acknowledges that a school bus emergency evacuation drill was held on **October 1, 2024** between 7:30 a.m. – 9:00 a.m. at the Warren Hills Regional Middle and High Schools. This drill was supervised by Robert Cacchio, Warren Hills Regional Middle School Assistant Principal, and Susan Rader, Warren Hills Regional High School Assistant Principal, and included the following bus routes: GST bus routes 1, 2, 5, 11, 17, 18, 19, 35, 40, 61SP, 62SP; Snyder Bus routes Sh2, Sh3, Sh4, Sh6, Sh7, 1, 2, 3, 4, 6, 7, 9, 12, 13, 14AB, 15AB, 16, 20, 21, 22, 23, and 25SP, 26 & 27; Krapf Bus routes WH10, WH29 & WH8 and Shuttle.

Approval of Education & Policy Motions

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

III. BUDGET AND FINANCE

*1. Motion to approve the bill list for the period September 25, 2024 through October 14, 2024, in the amount of \$2,603,760.11.

*2. Motion to approve Home/Bedside Instruction Agreement with Prime Healthcare Service for Student #4966065579, commencing September 2, 2024 until further notice, in the amount of \$55.00 per hour for a total of 5 hours per week.

*3. Motion to accept \$4,000 from SAIF, School Alliance Insurance Fund, as credit towards our 2024/2025 assessment for completing the Tier I Safety Incentive Program during the 2023/2024 school year.

*4. Motion to accept the sealed bids on October 2, 2024 for District Garbage Removal Services for the period of October 1, 2024 through September 30, 2026, one (1) bidder responded as follows:

Bidder	Locations	Year 1	Year 2
Waste Management of NW NJ	Middle School	\$18,465.00	\$19,573.00
	High School	\$35,360.00	\$37,481.00

	Administrative Office	\$3,790.00	\$4,017.00
	Athletic Complex	\$3,679.00	\$3,900.00

Authorize award of bid to Waste Management of NW NJ as lowest responsible bidder in full conformance with specifications.

***5. A RESOLUTION AUTHORIZING THE ADDITION OF A VOLUNTARY ENHANCED DENTAL PLAN**

WHEREAS, the Warren Hills Regional Board of Education currently offers Dental coverage to its employees through Delta Dental Plan of New Jersey

WHEREAS, the Integrity Consulting Group has received a quote for a voluntary enhanced dental plan on behalf of the Board of Education from Delta Dental, and;

WHEREAS, the quoted monthly dental rates received from Delta Dental for the enhanced plan are One Party - \$59.32, Two Party - \$100.46 and Three Party + - \$179.41. These rates are in effect until July 1, 2025, the policy renewal date, and;

WHEREAS, the monthly cost differential between the current dental plan benefits and the voluntary enhanced plan; One Party - \$15.43, Two Party - \$26.13 and Three Party + - \$46.67 will be entirely paid by the enrolled employee, and;

WHEREAS, the Integrity Consulting Group recommends the implementation of the enhanced plan to be effective January 1, 2025;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF EDUCATION OF WARREN HILLS REGIONAL, the implementation of the voluntary enhanced dental plan to be effective January 1, 2025.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Integrity Consulting Group for execution with the insurance carrier.

*6. Motion to accept, with gratitude, the following donations of warmups from Future Streaks Basketball for both the Girls and Boys High School Basketball Programs valued at \$5,200.00 pursuant to Policy 7230, GIFTS, GRANTS AND DONATION.

*7. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #7671784806 commencing October 10, 2024 through October 31, 2024, in the amount of \$61.25 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

*8. 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
4773237994	Montgomery Academy	\$437.50 per diem	N/A	N/A	10/15/24-6/30/25

*9. WHEREAS, the Warren Hills Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district’s account and financial transactions; and

WHEREAS, the Warren Hills Board of Education received the audit performed by Nisivoccia and discussed said audit at its public meeting held on October 15, 2024; now

BE IT RESOLVED that the Board of Education accepts and places on file the audit for the 2023-2024 school year. There are no audit findings or recommendations.

*10. Motion to accept the FY 2023 NJSIG Safety Grant in the amount of \$2,700.00 to be used for security and building updates..

Approval of Budget & Finance Motions

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

O. Public Comment

P. Second Executive Session (If Necessary)

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

Q. Adjournment _____ p.m.

Approval to Adjourn

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

*Roll Call