

WARREN HILLS REGIONAL BOARD OF EDUCATION

September 24, 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, Thomas Dufner, Molly Fraumeni, Jean Hansen, Erik Heller, Amy Kemp, Lisa Marshall and Paula Merrill. Corey Piasecki was absent. Also present were Earl Clymer, Donnamarie Palmiere and Board Attorney Marc Zitomer.

C. Executive Session- 6:33 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. Merrill and seconded by Mrs. Marshall to go into Executive Session at 6:33 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

- September 10, 2024 Regular & Executive Session Meetings

Motion by Mrs. Marshall and seconded by Mrs. Merrill to approve the minutes of the September 10, 2024 Regular Meeting and Executive Session Meeting.

MOTION: Lisa Marshall		SECOND: Paula Merrill		
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

The board received multiple emails regarding permitting middle school children who are home schooled to participate in middle school sports. Mrs. Fraumeni has responded to those emails.

**F. Student Liaison Report** –

None

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

- Techspo Session - T. Jaw & C. Kavcak
  - Proposal to present
- Student Council Elections will be held on Monday, September 30, 2024
- GoFan ticketing process working well
- Painting of parking spots

**H. Presenter(s):**

None

**I. Goals:**

A motion was made by Mrs. Hansen and seconded by Mrs. Kemp to approve the Board Goals as listed below.

Ayes – Mr. Dufner, Mrs. Hansen, Mr. Heller, Mrs. Kemp, Mrs. Merrill, Mr. Coscia and Mrs. Fraumeni

Nayes – Mrs. Marshall

**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 ~~2023-2024~~ 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.

Under District Goal 1:

- Cluster curriculum meeting
- Eduplanet

Under District Goal 3:

- Techspo Proposal

**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	September 18, 2024	By Chair: Mr. Coscia
Personnel & Student Activities	No Meeting Held	By Chair: Mrs. Marshall
Negotiations	No Meeting Held	By Chair: Mrs. Fraumeni

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

- Student Board of Education Liaison
- Cell phone policy

- ADHOC committee to be formed to research permitting Homeschooled students to participate in Middle School Athletics.

**K. Old Business**

None

**L. New Business**

ADHOC committee to be formed to research permitting Homeschooled students to participate in Middle School Athletics.

**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. Lucci from Washington Township discussed concerns to allow students to use their mobile phones. She has started a petition regarding this.

**N. ACTION ITEMS**

**I. PERSONNEL**

Mr. Clymer administratively changed motion \*1. Codes 13 through 20 to Amend.

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 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	Tara Steele	Approve	Teacher	\$66,580.00 Pro-Rated	MS	On or about 1-6-25	6-30-25	BA; Step 7; Pending receipt of required paperwork
2	Angelina Briganti	Approve	Instructional Paraprofessional	\$26.99/hr	MS	9-16-24	6-30-25	AA Step 1 - 5.75 hours/day - Title I ASP Grant Pending receipt of all required paperwork
3	Carol Daugherty	Approve	Instructional Paraprofessional	\$26.99/hr	MS	9-16-24	6-30-25	AA Step 1 - 5.75 hours/day -Title I ASP Grant Pending receipt of all required paperwork
4	John Henderson Jr.	Approve	Part Time Custodian	\$18.28/hr Pro-Rated	District	9-25-24	6-30-25	Pending receipt of required paperwork
5	Joselle Bergstresser	Approve	Paraprofessional	\$25.05/hr Pro-Rated	MS	on or about 9-25-24	6-30-25	Pending receipt of required paperwork
6	Chelsea Rispoli	Approve	Paraprofessional	\$25.05/hr Pro-Rated	HS	on or about 10-1-24	6-30-25	Pending receipt of required paperwork
7	Joshua Davis-Pryzik	Approve	Substitute Teacher	\$130.00/day	District	9-25-24	6-30-25	Pending receipt of required paperwork
8	Mia Melo	Approve	Substitute Teacher	\$130.00/day	District	9-25-24	6-30-25	Pending receipt of required paperwork
9	Michael DeMeo	Approve	Substitute Custodian	\$16.25/hr	District	9-25-24	6-30-25	Pending receipt of required paperwork
10	David Whiting	Approve	Substitute Custodian	\$16.25/hr	District	9-25-24	6-30-25	Pending receipt of required paperwork
11	Ruben Moreno	Approve	Advisor - Bowling	\$3,399.00 Pro-rated	MS	9-25-24	6-30-25	Tier 3
12	Joelynn Locasto	Approve	Advisor - Kidz Connection	\$3,399.00 Pro-rated	MS	9-25-24	6-30-25	Tier 3
13	Jeffrey Balas	<del>Approve</del> Amend	Teacher	\$1,550.00 per semester	MS	8-26-24	6-30-25	5th preparation, per contract
14	Nicole Silvis	<del>Approve</del> Amend	Teacher	\$1,550.00 per semester	MS	8-26-24	6-30-25	5th preparation, per contract

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
15	Matthew Dell Elba	Approve Amend	Teacher	\$1,550.00 per semester	HS	8-26-24	6-30-25	5th preparation, per contract
16	Shannon Klinder	Approve Amend	Teacher	\$1,550.00 per semester	District	8-26-24	6-30-25	5th preparation, per contract
17	Jennifer Jessen	Approve Amend	Teacher	\$1,550.00 per semester	District	8-26-24	6-30-25	5th preparation, per contract
18	Michael Quinto	Approve Amend	Teacher	\$1,550.00 per semester	District	8-26-24	6-30-25	5th preparation, per contract
19	Danielle Miksch	Approve Amend	Teacher	\$1,550.00 per semester	District	8-26-24	6-30-25	5th preparation, per contract
20	Christina Dock	Approve Amend	Teacher	\$1,550.00 per semester	HS	on or about 1-18-25	6-30-25	5th preparation, per contract - Semester 2
21	Heather Heslin	Accept	Teacher	\$101,005.00	MS	1-01-25	01-01-25	Retirement
22	Grace Ladd	Accept	Paraprofessional	\$28.77/hr	District	9-06-24	9-06-24	Resignation
23	Elizabeth Kurpat	Approve	Drama Club 1:1 Paraprofessional	\$32.00/hr	MS	9-24-24	1-11-25	MS Drama Club Production

\*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	Kristen Fink	Volunteer	N/A	N/A	District	10-22-24	10-26-24	Parent Chaperone Volunteer for FFA Nationals - pending receipt of required paperwork
2	Elizabeth Tintle	Volunteer	N/A	N/A	District	10-22-24	10-26-24	Parent Chaperone Volunteer for FFA Nationals - pending receipt of required paperwork
3	Kaitlyn DeGeorge	Observation	12 Hours	N/A	District	9-25-24	12-06-24	Penn State University under the direction of C Kavcak and K Call

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	E Biamonte	NJ HESAA Financial Aid	Sussex County Community College 1 College Hill Rd Newton NJ 07860	Mileage	September 27, 2024

2	C Hough	HESAA Financial Aid	Sussex County Community College	Mileage	October 10, 2024
3	T Jaw	Tech & Learning NE Regional Leadership Summit	Rutgers University Osher Lifelong Learning Institute 3 Rutgers Plaza New Brunswick NJ 08901	Mileage	October 18, 2024
4	C O'Neal	Big 10 Academic Alliance	Rutgers University New Brunswick NJ	Mileage	October 18, 2024
5	M Bartek	7 <sup>th</sup> Annual NJ Computer Science Summit	Rutgers University Busch Campus 604 Bartholomew Rd Piscataway NJ 08854	Mileage	December 13, 2024
6	H Apple	Community of Practice Workshop	Learning Resource Center Central 200 Riverview Plaza Trenton NJ	Mileage	October 15, 2024 December 12, 2024 February 11, 2025 April 8, 2025
7	M Rowlin	Autism NJ Conference	Harrah's Resort Atlantic City 777 Harrah's Blvd Atlantic City NJ 8401	\$500 Registration, Mileage, Meals	October 24 to October 25, 2024
8	J Solecitto	WCCSE Marvelous Math Event	Rutherford Hall 1686 CR 517 Hackettstown NJ	N/A	December 3, 2024
9	J Solecitto	WCCSE Math-a-Magicians Event	Rutherford Hall 1686 CR 517 Hackettstown NJ	N/A	December 10, 2024
10	J Solecitto	WCCSE Chess Tournament	Belvidere High School 809 Oxford St Belvidere NJ	N/A	March 12, 2025
11	T Solecitto	AMTNJ Fall 2024 6-12 Conference	Brookdale Community College Lincroft NJ	\$219 Registration, Mileage	November 22, 2024
12	K Dennison	NJ Social Studies Supervisors Association Fall Meeting	NJPSA/FEA Conference Center 12 Centre Dr Monroe Township NJ	Mileage	September 26, 2024

13	T Jaw	Computer Science Summit	Rutgers University Busch Campus New Brunswick NJ	Mileage	December 13, 2024
14	J Willis	World Baseball Coaches Convention/Conference	Mohegan Sun Hotel & Casino Uncasville CT	\$181.23 Early Registration, Mileage	January 9 to January 10, 2025
15	C Green	World Baseball Coaches Convention/Conference	Mohegan Sun Hotel & Casino Uncasville CT	\$129.00 Early Registration, Mileage	January 9 to January 11, 2025
16	R Smola	World Baseball Coaches Convention/Conference	Mohegan Sun Hotel & Casino Uncasville CT	\$129.00 Early Registration, Mileage	January 9 to January 11, 2025
17	L Kubbishun H Ranalli	Warren County Tech High School Admission Process Presentation	Warren County Tech High School Route 57 Washington NJ	N/A	October 10, 2024
18	C DellElba	NJ DOE Speech & Language Community of Practice	Learning Resource Center 104 The American Road #100 Morris Plains NJ 07950	Mileage	October 9, 2024 December 18, 2024 February 26, 2025 May 7, 2025
19	V Sigona	AENJ Conference (Presenter)	The Westin at Forrestal Village Princeton NJ	\$165 Registration, Mileage, Accommodation	October 17 & 18, 2024
20	K Morpeth	US Global Rudimental Drumming & Fife Symposium	George Mason University 3351 Fairfax Dr Arlington VA 22201	N/A	October 10 - 13th, 2024

### 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 Mrs. Kemp to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.6, 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:

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

\*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 & Regulation #3221 - Evaluation of Teachers

\*3. Motion to approve the **SECOND READ** of the following revised policies & regulations for inclusion in the district’s policy manual, **with an effective date of October 16, 2024**, as recommended by the Education and Policy Committee and the Superintendent:

- Policy #5516.02 - Student Cell Phone Use
- Regulation #5600 - Student Code of Conduct

\*4. Motion to affirm the administrative decision regarding the following HIB cases:

MS –2024-2025 - None  
HS – 2024-2025 - None

\*5. Motion to approve the following field trip requests in accordance with Policy 2340:

<b>Code</b>	<b>Requested by:</b>	<b>Trip</b>	<b>Board of Education Cost</b>	<b>Discussion</b>
1	P Smith	National FFA Competition Indianapolis Indiana	N/A	FFA
2	D Rokosny L Slane	NJ Supreme Court Trenton NJ	Transportation	AP US Government & Politics Class
3	C Dock	Kean University 1000 Morris Ave Union NJ 07083	Transportation	DECA Leadership
4	D Balas C Dock	Walking Tour of NYC Financial District with Wall Street Walks New York NY 10006	Transportation	DECA, Investing & Finance Class
5	C Yanoff M McGann M Gurdineer	Lehigh Valley Zoo 5150 Game Preserve Rd Schnecksville PA 18078	Tickets \$13.00 per person Transportation	MD/AU Class
6	H Heslin J Locasto	Lehigh Valley Zoo 5150 Game Preserve Rd Schnecksville PA 18078	Tickets \$13.00 per person Transportation Nurse	MD Class
7	J Giamoni T Downs	Newark Penn Station	Transportation	Debate Team
8	C Hough C Kavcak	Future Educators Day Centenary University Hackettstown NJ	Transportation	Future Educators
9	J Solecitto	Rutherford Hall 1686 CR 517 Hackettstown NJ	Transportation	Gifted & Talented WCCSE - Marvelous Math Event
10	J Solecitto	Rutherford Hall 1686 CR 517 Hackettstown NJ	Transportation	Gifted & Talented WCCSE Math-a-Magicians Event
11	J Solecitto K Morpeth	Belvidere High School 809 Oxford St Belvidere NJ	Transportation	Gifted & Talented WCCSE Chess Tournament
12	H Heslin J Locasto	Walking Trip Downtown Washington	N/A	MD Classes

\*6. Motion to approve the Nursing Services Plan for the 2024-2025 School Year.

Approval of Education & Policy Motions

MOTION: Fred Coscia		SECOND: Amy Kemp		
Name	Ayes	Nays	Abstain	Absent
Thomas Dufner	2,4,5,6	1,3		
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 Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 14 as amended and described below:

\*1. The Warren Hills Regional Board of Education approves the August, 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 August, 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 September 11, 2024 through September 24, 2024, in the amount of \$1,800,579.66.

\*3. Motion to approve transfers in the amount of \$101,112.84 for the month of August, 2024.

\*4. Motion to approve Student Activities bill list for the period of August 1, 2024 through August 31, 2024 in the amount of \$2,189.68.

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

<b>Student</b>	<b>School</b>	<b>Amount</b>	<b>Aide</b>	<b>Related Services</b>	<b>Effective</b>
2540465287	Hunterdon Preparatory School	\$58,926.00	N/A	N/A	9/19/24-6/30/25

\*6. Motion to approve the Personal Paraprofessional Agreements for the 2024-2025 regular school year as follows:

<b>Student</b>	<b>Sending District</b>	<b>Amount</b>	<b>Effective</b>
4819804283	Lopatcong Township	\$34,443.00	8/26/24-6/30/25
6264277903	Pohatcong Township	\$30,502.00	8/26/24-6/30/25
5938708972	Oxford Township	\$30,502.00	8/26/24-6/30/25

\*7. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #9259386654 commencing September 10, 2024 through September 17, 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 Public Donor Agreement between the Center of Family Services and the Warren Hills Regional School District, effective July 1, 2024 through June 30, 2025.

\*9. Motion to approve the attached list of Use of Facilities for the 2024-2025 school year. [Attachment A]

\*10. Motion to approve a Fall Sponsorship in the amount of \$250.00 from Alpaugh Construction & Landscaping LLC to provide additional financial resources to club and athletic programs in the Warren Hills Regional School District.

\*11. Motion to approve a 1-Year Sponsorship in the amount of \$1,000.00 from Fitzpatrick Media Group, LLC to provide additional financial resources to club and athletic programs in the Warren Hills Regional School District.

\*12. BE IT RESOLVED, the Warren Hills Regional Board of Education approves the salary adjustments for increases in rates for work done from July 1, 2024 through August 31, 2024.

\*13. BE IT RESOLVED, that the Board of Education approves the sending/receiving agreement with the Oxford Board of Education from July 1, 2024 through June 30, 2027 in accordance with the terms and conditions therein.

\*14. Motion to approve a 60-Month Lease with United Business System for the purchase of 13 new Canon copiers at a cost of \$2,684.00 per month.

Approval of Budget & Finance Motions

MOTION: Paula Merrill		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			

**O. Public Comment**

Mrs. Funk requested that Homeschool student’s athletic policy be amended to include middle school.

Mr. Scott said that homeschooled students should not be punished but should be allowed to participate.

Mrs. Marshall explained that NJSIAA mandates that in order to play college sports you have to play in high school.

Mr. Funk appreciates the response from Mrs. Fraumeni.

Mr. Crane understands that there are hurdles but feels it will be worthwhile.

Ms. Lucci discussed cell phone use at the high school.

**Q. Adjournment 8:11 p.m.**

Approval to Adjourn

Motion by Mrs. Merrill and seconded by Mrs. Hansen to adjourn at 8:11 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere  
Business Administrator/Board Secretary

**WARREN HILLS REGIONAL SCHOOL DISTRICT USE OF FACILITIES  
2024-2025**

<b>ORGANIZATIONS</b>	<b>MONTHS OF USE</b>	<b>COI UP TO DATE</b>	<b>501C3 COMPLIANT</b>
18U BASEBALL LEAGUE	SEPTEMBER & OCTOBER 2024	YES	
JR. STREAKS CHEER	SEPTEMBER 2024 - FEBRUARY 2025	YES	
MENS LEAGUE BASKETBALL	SEPTEMBER & OCTOBER 2024	YES	
NJ WEST SOCCER	AUGUST 2024	YES	
WARREN UNITED SOCCER	SEPTEMBER - NOVEMBER 2024	YES	