

# WARREN HILLS REGIONAL BOARD OF EDUCATION

January 7, 2025

6:30 p.m. - Regular Meeting

A. Call to Order - Mrs. Donnamarie Palmiere, Board Secretary/Business Administrator

B. Roll Call - Mrs. Donnamarie Palmiere, Board Secretary/Business Administrator

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

## Pledge of Allegiance

C. **Oath of Office to be administered to the newly elected and re-elected Board of Education members by Board Secretary:**

DISTRICT	NAME	TERM
Mansfield Township	Molly Fraumeni	Expired 3 year 1/1/2025 - 12/31/2027
Washington Township	Amy Kemp	Expired 3 year 1/1/2025 - 12/31/2027

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

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal

promises nor take any private action which may compromise the board.

f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

i. I will support and protect school personnel in proper performance of their duties.

j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

**E. NOMINATION FOR THE POSITION OF BOARD PRESIDENT**

Motion by \_\_\_\_\_, to nominate \_\_\_\_\_, for President of the Warren Hills Regional Board of Education.

*Additional nominations for President:*

*Motion by \_\_\_\_\_, to nominate \_\_\_\_\_, for President of the Warren Hills Regional Board of Education.*

Motion to close the nominations for President \_\_\_\_\_  
Second to close the nominations for President \_\_\_\_\_

Approval to Elect Board President

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

Newly elected President assumes chair.

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

Motion by \_\_\_\_\_, to nominate \_\_\_\_\_, for Vice President of the Warren Hills Regional Board of Education.

*Additional nominations for Vice President:*

*Motion by \_\_\_\_\_, to nominate \_\_\_\_\_, for Vice President of the Warren Hills Regional Board of Education.*

Motion to close the nominations for Vice President \_\_\_\_\_  
Second to close the nominations for Vice President \_\_\_\_\_

Approval to Elect Board Vice President

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

Newly elected Vice President assumes chair

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

\*1. Motion to approve the 2025 Warren Hills Regional Board of Education meeting calendar, as attached. Meetings to be held at the Board Office, Bowerstown Campus at 6:30 p.m. for Executive Session and 7:15 p.m. for Public Session.

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

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

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

Approve Reorganization Motions

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

**H. Executive Session- 6:45 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*

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

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

Our Mission Statement

The Warren Hills Regional School District challenges and empowers a dynamic, diverse student body in a supportive learning environment by providing academic and co-curricular opportunities to become successful, productive members of the global community.

Approval of Board Minutes

- December 17, 2024 Regular and Executive Session Meetings

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

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

J. Student Liaison Report – Loudon Heller

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

L. 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 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.

**M. Committee Reports**

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

**N. Old Business**

**O. New Business**

**P. 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.

**Q. 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	Wenjing Feng	Approve	Teacher - Maternity Leave Art	\$340.15/ per day	HS	on or about 01-07-25	on or about 05-19-25	MA Step 1 - Pending receipt of required paperwork
2	Janelle Arguello	Approve	1:1 Paraprofessional	\$23.00/hr.	HS	01-08-25	End of Performances	For High School Musical - submission of timesheet
3	Erica Gonzalez	Approve	1:1 Paraprofessional	\$23.00/hr.	HS	01-08-25	End of Performances	For High School Musical - submission of timesheet
4	Cheryl Yanoff	Approve	1:1 Paraprofessional	\$32.00/hr.	HS	01-08-25	End of Performances	For High School Musical - submission of timesheet
5	Courtney Hoffman	Approve	Mentor	\$500.00 Pro-rated	MS	1-08-25	6-30-25	Mentor for Tara Steele
6	Jacqueline LaFrance	Approve	Mentor	\$500.00 Pro-rated	MS	1-08-25	6-30-25	Mentor for Nichole Ehaz
7	Jessica Smith	Approve	Substitute Teacher	\$130.00/day	District	1-08-225	6-30-25	Pending receipt of required paperwork
8	Owen Perih	Approve	Substitute Teacher	\$130.00/day	District	01-08-25	6-30-25	Pending receipt of required paperwork.
9	Diane DeVivo	Accept	Teacher	\$101,005.00	HS	6-30-25	7-01-25	Retirement

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	A Makoski	TI84 & More! Leveraging Classroom Instruction to Maximize Student Achievement	Rutgers University Lifelong Learning Center New Brunswick NJ	Mileage	January 23, 2025

Approval of Personnel Motions

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

**II. EDUCATION AND POLICY**

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

- P #5350 - Student Suicide Prevention**
- P & R #8467 - Firearms & Weapons**
- P #9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants**

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

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

Approval of Education & Policy Motions

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

Paula Merrill				
Corey Piasecki				

**III. BUDGET AND FINANCE**

\*1. The Warren Hills Regional Board of Education approves the November, 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 monthly financial report of the Secretary and the Treasurer for the month of November, 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 December 18, 2024 through January 7, 2025, in the amount of \$1,399,281.47.

\*3. Motion to approve Student Activities bill list for the period November 1, 2024 through November 30, 2024 in the amount of \$7,662.43.

\*4. Motion to approve transfers in the amount of \$12,651.05 for the month of November, 2024.

\*5. Motion to approve Home/Bedside Instruction Tuition Agreement with Hampton Behavioral Health Center for Student #1554019807 commencing October 22, 2024 until further notice, in the amount of 47.00 per hour for a total of 10 hours per week.

\*6. Motion to approve Home/Bedside Instruction Tuition Agreement with LearnWell for Student #9487728041 commencing December 12, 2024 until further notice, 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.

Approval of Budget & Finance Motions

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

**R. Public Comment**

**S. Second Executive Session (If Necessary)**

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

**T. Adjournment \_\_\_\_\_ p.m.**

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

**\*Roll Call**