

WARREN HILLS REGIONAL BOARD OF EDUCATION

December 17, 2024

6:30 p.m. – Executive Session

6:45 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, Molly Fraumeni, Jean Hansen, Erik Heller, Amy Kemp, Paula Merrill and Corey Piasecki. Also present was Earl Clymer, Donnamarie Palmiere, Dennis Mack and Board Attorney Marc Zitomer. Student Representative Loudon Heller was also present for the public meeting. Thomas Dufner and Lisa Marshall were absent.

C. Executive Session- 6:35 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 Mr. Piasecki to go into Executive Session at 6:36 p.m. with full board consent.

D. Reconvene: 6:45 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

- November 12, 2024 Regular & Executive Session Meetings

Motion by Mrs. Merrill and seconded by Mrs. Kemp to approve the minutes of the November 12, 2024 Regular Meeting and Executive Session Meeting

MOTION: Paula Merrill		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

None

F. Student Liaison Report – Louden Heller

Mr. Heller reported on the following topics:

- This week is Spirit Week
- Friday is Senior Movie Day
- Friday will be the Peer party
- Students met with Mr. Kavcak this month and discussed midterm exams and AP testing.

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

- NJSLA Score Report
- Semester 1 Exam information distributed to parents by Mr. Kavcak
 - Timeline and Study guide details
 - MS Student Advisory groups created and meetings held
- Reminder Friday 12/20 is an Early Dismissal at 11:55AM
- Happy Holidays to all

H. Presenter(s): NJSLA Spring Score 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 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.
 - Goal 1- Student Growth & Achievement
 - NJSLA Report showing improving test scores
 - Cluster meeting on Thursday for Summer 2025 Plans
 - Goal 2 - Culture & Climate
 - MS Student Advisory groups created and meetings held
 - Goal 3 - Technology
 - 3rd party Technology Security Audit Completed
 - Recommendations implemented
 - Shared with E&P at an upcoming meeting

J. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	December 16, 2024	By Chair: Mr. Piasecki
Education, Policy & Technology	November 26, 2024	By Chair: Mr. Coscia
Personnel & Student Activities	No Meeting Held	By Chair: Mrs. Marshall
Negotiations	December 12, 2024	By Chair: Mrs. Fraumeni

Mr. Piasecki reported that the Finance, Facilities & Transportation Committee met and discussed the following:

- In-depth conversation regarding the 25-26 budget. Our best guess is that the district will take significant cuts.
- Rod grants consisting of 4 projects in both schools. Bid opening was December 12th and no bids were received. There will be a new bid opening on January 23, 2025.

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

- Reviewed policy for agenda
- Volunteer policy –
 - concerns with paperwork
 - number of volunteers should be limited to no more than 3 volunteers per sport
 - volunteer evaluation to be completed by the head coach
 - roles and responsibilities of volunteer must be discussed with volunteer
- Program of Studies
 - Tightening up of classes
 - MS Physical Education/Health low enrollment – need to make it more efficient
 - 7th grade standardized in-house placement test
 -

Mrs. Fraumeni reported that the Negotiations committee met with the WHRAA and a Memorandum of Agreement was signed.

K. Old Business
None

L. New Business

Mrs. Fraumeni reported that she attended the NJSBA Delegate Assembly meeting and the Star-Ledger will no longer be in print beginning in February. They are exploring digital platforms that will allow school boards to advertise.

M. Public Comment

Public comment shall be governed by the Board of Education Bylaw 0167 which is available on our website. There are two public comment opportunities. The first public comment is reserved

for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy. Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.

The Board will not respond to questions or comments until the initial public participation section of the agenda is complete. At that time, the Board or Administration will respond, as it sees fit, or it may defer responding, if at all, to a future meeting or to a response by written communication. The Board will then hear any additional comments that may come as a result of the Board’s response. Participants may also be directed to follow the chain of command with the question or concern. While the Board will try to respond to as many questions or concerns as possible, participants who submit a multitude of questions should understand that it is unlikely that all of their questions will be answered and may be referred to further dialogue with the administration.

No public comment

N. ACTION ITEMS

I. PERSONNEL

Motion by Mrs. Hansen and seconded by Mrs. Kemp to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.4 as amended and described below:

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

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Elizabeth Kurpat	Approve	Drama Assistant	\$1,802.50	MS	11-21-24	01-30-25	50% of Tier 2
2	Thomas Dellaventura	Approve	Coach - Asst. Boys Basketball	\$5,302.00	HS	11-25-24	End of Winter Season	Tier 2; Step 2; Completion of all required paperwork
3	Craig Green	Approve	Advisor - Asst. Archery	\$2,111.50	MS	11-21-24	6-30-25	50% of Tier 1
4	Richard Patricia	Approve	Teacher - Leave Replacement Film	\$340.15/day Pro-rated	HS	1-06-25	On or about 4-11-25	MA, Step 1 - Leave Replacement for Emp #17379678 (2 Transition Days to be scheduled in Dec.)
5	Geraldine Congdon	Approve	Paraprofessional	\$26.15/hr Pro-Rated	MS	12-16-24	6-30-25	Aide - Step 3 - Pending receipt of required paperwork

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
6	Wenjing Feng	Approve	Substitute Teacher	\$130.00/day	District	12-18-24	6-30-25	Pending receipt of required paperwork
7	Christopher Vitalos	Approve	Substitute Teacher	\$130.00/day	District	12-18-24	6-30-25	Pending receipt of required paperwork
8	Jonathan Wood	Approve	Substitute Teacher	\$130.00/day	District	12-18-24	6-30-25	Pending receipt of required paperwork
9	Danielle Adams	Approve	Substitute Teacher	\$130.00/day	District	12-18-24	6-30-25	Pending receipt of required paperwork
10	Gail Wallis	Approve	Substitute Teacher	\$130.00/day	District	12-18-24	6-30-25	Pending receipt of required paperwork
11	Mitchell Katrensky	Approve	Substitute Custodian	\$16.50/hr	District	12-18-24	6-30-25	Pending receipt of required paperwork
12	Adam Slack	Approve	Drama Set Construction	\$47.00/hr	HS	12-18-24	3-26-25	Not to exceed 30 shared hours; May share hours with M. Smith; Submission of timesheet
13	Mark Smith	Approve	Drama Set Construction	\$47.00/hr	HS	12-18-24	3-26-25	Not to exceed 30 shared hours; May share hours with A. Slack; Submission of timesheet
14	Maureen Bukowski	Approve	Aide - Bowling	\$23.00/hr	MS	11-12-24	6-30-25	
15	Janelle Arguello	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	IEP Driven
16	Erica Gonzalez	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	IEP Driven
17	Barbara Nelson	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	IEP Driven
18	Patricia Hubert	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	IEP Driven
19	Jack Lamond	Approve	Aide - Unified Bowling 1:1	\$32.00/hr	HS	12-02-24	end of season	IEP Driven
20	Jamie Young	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	IEP Driven
21	Cheryl Yanoff	Approve	Aide - Unified Bowling 1:1	\$32.00/hr	HS	12-02-24	end of season	Substitute
22	MaryAnn Higgins	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	Substitute
23	Gabriella Bitecola	Approve	Aide - Unified Bowling 1:1	\$23.00/hr	HS	12-02-24	end of season	Substitute
24	Linda Brigode-Katstra	Approve	School Nurse	N/A	HS	01-06-25	6-30-25	Voluntary Transfer to the High School
25	Andrew Oakley	Accept	Teacher	\$92,215.00	HS	07-01-25	06-30-25	Retirement

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	Grace DeMicco	Pre-Clinical Experience Placement	75 hours	N/A	MS	01-06-25	6-30-25	Under the direction of Nicholas Remondelli & Western Governors University
2	Chris Peticari	Volunteer	N/A	N/A	District	01-10 -25	01-10 -25	Parent Chaperone Volunteer for FFA Farm show - Pending receipt of required paperwork

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	T Jaw C Kavcak E Clymer	NJASA TechSpo Conference	Harrah's Atlantic City, NJ	Registration - \$495; Lodging, Mileage, meals & Incidentals	January 29 to 31, 2025
2	H Apple	NJASA TechSpo Conference	Harrah's Atlantic City, NJ	Registration - \$590; Lodging, Mileage, meals & Incidentals	January 29 to 31, 2025
3	P Smith	NAAE Convention	San Antonio, TX	N/A All expenses paid as part of award	Receiving NAAE Region VI Early Career Teacher Award December 3 - 6, 2024
4	T Jaw	Tech & Learning Innovation Summit 2024	Liberty Science Center Jersey City NJ	Mileage	December 6, 2024
5	T Bendorf A Best L Kubbishun J Rader	MS Client Sub-Committee Student Interviews	WHRMS	N/A	November 19, 2024
6	C Tyburczy	NJ School Counselor Winter Conference	Rowan University Glassboro NJ	\$85 Registration, Mileage	January 10, 2024
7	H Ranalli	NJ School Counselor Winter Conference	Rowan University Glassboro NJ	\$85 Registration, Mileage	January 10, 2024

8	L Kubbishun	NJ School Counselor Winter Conference	Rowan University Glassboro NJ	\$85 Registration, Mileage	January 10, 2024
9	K Morpeth S Montero	NJMEA Conference	Atlantic City Convention Center Atlantic City NJ	\$200 Registration	February 20-22, 2024
10	J Solecitto	NJAGC Annual Conference	Palace at Somerset Park 333 Davidson Ave Somerset NJ 08873	\$224 Registration, Mileage	April 11, 2025
11	J Bamford	Organic Turfgrass Management	Rutgers University 18 Ag Extension Way New Brunswick NJ 08901	\$195 Registration, Mileage	January 30, 2025
12	C O'Neal E Biamonte S Toth M Thompson L Kubbishun C Tyburczy H Ranalli	WCSCA Meeting with WCCC Admissions	Warren County Community College Route 57 Washington NJ	Mileage	December 9, 2024
13	C Dock	Monthly Meeting DECA	Kean University 1000 Morris Ave Union NJ 07083	Mileage	December 17, 2024
14	C Dock	Monthly Meeting DECA	Kean University 1000 Morris Ave Union NJ 07083	Mileage	January 21, 2025
15	K Dennison	Winter NJ ELA Supervisor Meeting	Drew University Madison NJ	Mileage	January 9, 2025 (Snow date January 16, 2025)
16	M Cuomo	Computer Science Summit	Rutgers University New Brunswick NJ	Mileage	December 13, 2024
17	L Falzarano- Alves	CAI 2025 Conference	Virtual	\$295 Registration	January 22, 2025 and January 23, 2025
18	C Hough	NJDOE NJSLA/ NJGPA Training	Marriott Park Ridge NJ	Mileage	January 14, 2025
19	K Connelly	AP Stem Round Table	Morris Knolls HS Media Center 50 Knoll Dr Rockaway NJ 07866	Mileage	January 10, 2025
20	C Hough	Central Jersey Director of Guidance Meeting	Watchung Hills High School 801 Stirling Road Warren NJ	N/A	December 13, 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	52879582	Medical Leave of Absence	Library/ Media Specialist	HS	11-19-24	0	11/19/24	n/a	n/a	on or about 03-12-25	

Approval of Personnel Motions

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			

II. EDUCATION AND POLICY

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

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

- P #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

*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	Neptune HS Neptune City NJ	Transportation	WHRHS Student Council
2	H Ranalli N Silvis J Balas	Walking Trip Washington NJ	n/a	7th and 8th Grade AIC Program
3	H Heslin J Locasto	Lifetown 10 Microlab Road Livingston NJ 07029	Transportation	MS MD Classes Title 1 Grant
4	C Yanoff M Gurdineer M McGann	Lifetown 10 Microlab Road Livingston NJ 07029	Transportation	HS MD/AU Class Title 1 Grant
5	J Ternosky	WHRHS	Transportation	Select Art Students
6	S Montero	WHRHS	Transportation	WHRMS Select Choir
7	K Morpeth	WHRHS	Transportation	WHRMS Band
8	C Tyburczy	Mansfield Elementary 50 Port Murray Road Port Murray NJ	Transportation	WHRMS Peer Leaders
9	M Arminio	Big 10 College Wrestling Match Jersey Mike's Arena Rutgers University 83 Rockafeller Rd Piscataway NJ 08854		Girls Wrestling
10	K Morpeth	WHRHS	Transportation	WHRMS Concert Band
11	C Kavcak	1st Northwest NJ Leadership Summit Phillipsburg High School Phillipsburg NJ	Transportation	WHRHS Junior Leadership
12	M Bartek	WHRHS	Transportation	WHRMS Computer Science
13	C Yanoff	WHRMS	Transportation	MD/AU Classes
14	T Manfra M Gurdineer J Potter	Phillipsburg Athletic Complex Phillipsburg High School Phillipsburg NJ	Transportation	Unified/Best Buddies

*4. Motion to approve the Course of Study Program for the 2025-2026 School Year.

Approval of Education & Policy Motions

MOTION: Fred Coscia		SECOND: Corey Piasecki		
Name	Ayes	Nays	Abstain	Absent
Thomas Dufner				X
Jean Hansen	X			
Erik Heller	X	#1 Policy & Reg 8467		
Amy Kemp	X			
Lisa Marshall				X
Paula Merrill	X	#1 Policy & Reg 8467		
Corey Piasecki	X			
Alfred Coscia	X			
Molly Fraumeni	X			

III. BUDGET AND FINANCE

Motion by Mr. Piasecki and seconded by Mrs. Merrill to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 10 as amended and described below:

*1. The Warren Hills Regional Board of Education approves the October, 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 October, 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 November 13, 2024 through December 17, 2024, in the amount of \$5,284,232.79.

*3. Motion to approve transfers in the amount of \$94,438.28 for the month of October, 2024.

*4. Motion to approve Student Activities bill list for the period of October 1, 2024 through October 31, 2024 in the amount of \$17,384.55.

*5. Motion to approve the cafeteria bill list for the period September 11, 2024 through October 31, 2024 in the amount of \$101,283.72.

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

Student	School	Amount	Aide	Related Services	Effective
2939559346	Warren Glenn Academy	\$67,987.50 (\$323.75 per day)	N/A	N/A	12/2/24-6/30/25

*7. Motion to approve Transportation Contracts with the NJ Department of Children and Families, Office of Education, for the 2024-2025 school year to transport Warren Hill Regional Student #5030753179 to the DCF Regional School, Warren Campus in Port Murray, NJ at a cost of \$75.00 a day commencing December 2, 2024.

*8. Motion to approve Home/Bedside Instruction Agreement with Prime Healthcare Services for Student #8052602642, commencing November 5, 2024 until further notice, in the amount of \$55.00 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs for a total of 5 hours per week.

*9. Motion to approve Home/Bedside Instruction Tuition Agreement with Silvergate Prep for Student #7422465479 commencing November 11, 2024 until further notice, in the amount of 41.00 per hour for a total of 10 hours per week.

*10. 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: Corey Piasecki		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			

O. Public Comment

Mrs. Toth commented that she wanted more information regarding Middle School student’s participation in Middle School Sports.

P. Second Executive Session - 7:32 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. *Matters of Attorney/Client Privilege*
4. *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. Merrill to go into Executive Session at 7:32 p.m. with full board consent.

Reconvene: 7:47

Q. Adjournment 7:47 p.m.

Approval to Adjourn

Motion by Mr. Piasecki and seconded by Mrs. Kemp to adjourn at 7:47 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary

