

WARREN HILLS REGIONAL BOARD OF EDUCATION

March 18, 2025

6:30 p.m. – Executive Session

7:00 p.m. Regular Meeting

A. Call to Order – Alfred Coscia, 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				
Molly Fraumeni				
Jean Hansen				
Erik Heller				
Lisa Marshall				
Paula Merrill				
Corey Piasecki				
Amy Kemp				
Alfred Coscia				

D. Reconvene: 7:00 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

- 02-25-2025 and 03-11-2025 Regular & Executive Session Meetings

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

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): WH Robotics - Team 219 - Scott Mosher

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	3-03-2025 & 3-13-2025	By Chair: P. Merrill
Education, Policy & Technology	No Meeting Held	By Chair: L. Marshall
Personnel & Student Activities	No Meeting Held	By Chair: M. Fraumeni
Negotiations	No Meeting Held	By Chair: T. Dufner

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	Jennifer Giamoni	Accept	Advisor – SAGA	\$1,493.50 - ProRated	HS	10-16-24	03-12-25	Resignation
2	Margaret Devine	Approve	Advisor – SAGA	\$896.10 - ProRated	HS	03-13-25	06-30-25	Tier 4
3	David Rader	Accept	Teacher	\$88,855.00	HS	06-30-25	07-01-25	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	Glenn Mayer	Volunteer	N/A	N/A	District	Start of Season	End of Season	Golf
2	Ryan Spender	Volunteer	N/A	N/A	District	Start of Season	End of Season	Baseball
3	Samantha Lopez	Observation	5 hours	N/A	High School	03-19-25	05-01-25	Under the Supervision of C Kavcak, C Flowers, and Warren County Community College

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	A Stettner	NJABA Conference	The Palace @ Somerset Park, Somerset NJ	\$150 Registration, Mileage	April 25, 2025
2	K Dennison	Leading with Knowledge: Holocaust & Genocide Ed for Administrators	Kean University Liberty Hall 1003 Morris Avenue Union NJ 07083	Mileage	May 5, 2025
3	K Dennison	Making Best use of AI Tools to Strengthen Social Studies Instruction	Webinar	\$295 Registration	May 15, 2025
4	P Smith	NAAE Region VI Spring Conference	Cumberland Valley High School Mechanicsburg PA	\$325 Registration	March 21-23, 2025
5	A Makoski	AP PC Summer Institute	Taft Educational Center 110 Woodbury Rd Watertown CT 06795	\$950 Registration, Accommodations, Mileage	June 30 to July 3, 2025
6	E McKeown	School Librarians: Using AI Tools	Webinar	\$295 registration	April 1, 2025
7	E McKeown	What's New in Young Adult Literature	Webinar	\$325 registration	April 4, 2025

Approval of Personnel Motions

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

II. EDUCATION AND POLICY

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

MS –2024-2025 - 004, 005, 006

HS – 2024-2025 - None

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	D Detrick B Arminio M Cuomo	Google NYC 111 8th Ave New York NY 10011	Transportation	Computer Science Classes
2	C Kavcak C Hough	Career Awareness Day County College of Morris 214 Center Grove Rd Randolph NJ	Transportation	Guidance
3	P Smith	NJFFA Food Science & Livestock Evaluation CDE Lebanon Valley Expo Center Lebanon PA	Transportation	FFA
4	P Smith	NJFFA Spring CDE Competition Cook College-Rutgers University College Farm Road New Brunswick	Transportation	FFA
5	P Smith M Smith	NJFFA State Convention Competition Monmouth University 400 Cedar Ave West Long Branch NJ	Transportation	FFA
6	M Jones	Leadership Spring Skyland Summit North Hunterdon High School Route 31, Clinton NJ	Transportation	Athletic Department
7	J Solecitto J Ternosky A Best	Clean Ocean Action Student Summit Sandy Hook Beach Gateway National Rec Area Highlands NJ	Transportation	Gifted & Talented - Grade 8

Approval of Education & Policy Motions

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

III. BUDGET AND FINANCE

*1. The Warren Hills Regional Board of Education approves the January, 2025 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 January, 2025; 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 February 26, 2025 through March 18, 2025, in the amount of \$3,141,131.65.

*3. Motion to approve Student Activities bill list for the period January 1, 2025 through January 31, 2025 in the amount of \$22,492.51

*4. Motion to approve transfers in the amount of \$412,769.52 for the month of January, 2025.

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

Student	School	Amount	Aide	Related Services	Effective
3460721560	New Dawn Academy – Somerset County Ed. Services Commission	\$62,950.00 (prorated)	N/A	N/A	2/26/25-6/30/25
7976198194	Roxbury Township Board of Education	\$12,151.04	N/A	\$770.00	2/24/25-6/30/25

*6. Motion to approve a contract with Four Corners Community Services to provide habilitation services and behavior support services for Student #6001523607 commencing March 12, 2025 until June 9, 2025 at a rate of \$282.00 per day.

*7. Motion to approve the Resolution to participate in the Joint Transportation Agreement for the 2025-2026 school year with Sussex County Regional Transportation Cooperative as per the following schedule of fees:

<u>Schedule of Fees</u>	<u>Administrative Fees</u>
Special Education Routes	4%
Public Routes:	2%
Non-Public Routes	2%
Field Trips/Athletic Trips	4%

\$20.00 processing fee for each B6T – Nonpublic School Transportation Application

\$50.00 quote fee for each field/athletic trip quoted

*8. Motion to approve the revised 2025-2026 tuition rates as follows:

Grades 7-8 Regular Program	\$20,500
Grades 9-12 Regular Program	\$20,500
Learning & Language Disability	\$21,741
Emotional Reg. Imp. Disability	\$22,500
Multiple Disability/Autism	\$28,600
Multiple Disability/Autism-ESY (Extended School Year)	\$ 2,860
Resource Room	\$23,000 (Additional \$2,500/student)

*9. **BE IT RESOLVED** that the tentative budget be approved for the 2025-2026 school year using the 2025-2026 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2025-2026 Total Expenditures	\$40,887,439	\$548,055	\$1,721,280	\$43,156,774
Less: Anticipated Revenues	\$15,102,247	\$548,055	\$8	\$15,650,310
Taxes to be Raised	\$25,785,192	0	\$1,721,272	\$27,506,464

And to advertise said tentative budget in the Express Times in accordance with the form suggested by the State Department of Education and according to law;

And a public hearing on the budget for the 2025-2026 school year will be held on April 29, 2025 at 7:00 PM at the Warren Hills Regional Board of Education Administration Building located at 89 Bowerstown Road, Washington, NJ 07882.

BE IT FURTHER RESOLVED, that the Board of Education includes in the tentative budget the adjustment for increases in costs of health benefits in the amount of \$242,646. The additional funds will be used to pay for the additional increases in health benefit premiums.

BE IT FURTHER RESOLVED, that the Board of Education includes in the tentative budget the adjustment for banked cap in the amount of \$138,851. In accordance with N.J.A.C.6A:23A-10.3(b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used to retain teachers. The Board of Education will complete this by June 30, 2026 and acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$50,000.00 for the 2025-2026 school year. The maximum travel expenditure amount for the 2024-2025 is \$50,000.00, of which, \$17,808.45 has been spent and \$5,592.82 is encumbered to date.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, in accordance with N.J.S.A. 18A:19-1, that for the 2025-2026 school year the annual maximum for regular business travel shall be \$1,500 per employee

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

CAPITAL RESERVE

BE IT FURTHER RESOLVED, that the Board of Education approves the following Capital Reserve Account Withdrawal for the 2025-2026 budget:

Automated Building Control System	District Wide	\$160,000
High School Gym Floor Refinish	High School	\$51,000
Concrete work/repairs	High School & Middle School	\$75,000
Parking Lots	High School & Middle School	\$250,000
High School Roof Replacement	High School	\$300,000
Air Handler Admin Building	Admin Building	\$285,000
Ramp Replacement Admin Building	Admin Building	\$200,000

BE IT FURTHER RESOLVED, that the Board of Education includes in the budget a maintenance reserve withdrawal in the amount of \$500,000 for the purpose of building repairs.

BE IT FURTHER RESOLVED, that the Board of Education includes in the budget an emergency reserve withdrawal in the amount of \$34,688 for the purpose of security.

BE IT FURTHER RESOLVED, in accordance with N.J.A.C. 6A:23A-5.2 and N.J.A.C. 6A-9.3 (c)14, the maximum dollar limit for public relations and professional services of: \$20,000 for printing services, \$147,500 for legal services, \$52,000 for auditing services, \$25,000 for Architect of Record services and \$10,000 for professional services related to public relations for the 2025-2026 school year.

Further approve, in accordance with N.J.A.C. 6A:23A-5.8, the dollar threshold for awards to recognize special accomplishments at \$35.00 per student for the 2025-2026 school year.

Approval of Budget & Finance Motions

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

O. Public Comment

P. Second Executive Session (If Necessary)

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

Q. Adjournment _____ p.m.

Approval to Adjourn

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

*Roll Call