

WARREN HILLS REGIONAL BOARD OF EDUCATION

April 8, 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

- March 11, 2025 and March 18, 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): Best Buddies - Ms. Manfra
Governor Educator of the Year Awards - Mr. Clymer

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: A. Kemp
Education, Policy & Technology	No meeting held	By Chair: L. Marshall
Personnel & Student Activities	04-03-2025	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	Margaret Devine	Approve	HS Horizons Advisor	\$3,300.00 Prorated	HS	04-09-25	06-30-25	Prorated stipend \$660.00
2	Marcus Gurdineer	Accept	Teacher	\$81,505.00	HS	05-26-25	05-26-25	Resignation - MA+30 Step 9
3	Marcus Gurdineer	Accept	Coach - Asst Boys Lacrosse	\$3,544.50	HS	05-26-25	05-26-25	Resignation - Tier 3 Step 50% of \$7,089
4	Wenjing Feng	Accept	Leave Replacement Teacher	\$340.15/ per day	HS	03-28-25	03-28-25	Resignation - MA Step 1
5	Andrea Biasi	Accept	Paraprofessional	\$30.15/hr	HS	04-04-25	04-04-25	Resignation.- AIDE HR BA, Step 4

*2. Motion to approve the following Job Description as recommended by the Personnel Committee and Superintendent:

- Department Supervisor - Attachment A

*3. 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	Arianna Morillo	Clinical Experience	2 full days per week or 4 half days per week to be completed in the 1st semester in one placement of no less than 15 weeks	N/A	HS	on or about 08-25-25	on or about 12-12-25	Pending receipt of required documents - Under the Direction of Centenary University, C Kavcak, T Manfra, L Ross
2	Arianna Morillo	Clinical Internship	to be completed in the 2nd semester, no less than a total of 15 weeks. In 1 or 2 placements, depending on certifications being sought.	N/A	HS	on or about 01-20-26	on or about 05-08-2026	Pending receipt of required documents - Under the Direction of Centenary University, C Kavcak, T Manfra, L Ross

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

Code	Name	Title	Location	Cost/ Mileage	Date & Discussion
1	C O'Neal	Motivational Interviewing	Webinar via Rutgers Behavioral Health	N/A	April 15 and April 16, 2025
2	P Smith	Work Base Learning Supervisor Training	Webinar	N/A	April 2, 2025
3	S Fretz K Tomasino	Interaction Between Mental Health & Social Media	Galloping Hill Golf Course 3 Golf Drive Kenilworth NJ 07033	Mileage	April 9, 2025
4	J Solecitto	COA Student Summit	Sandy Hook Highlands NJ	N/A	May 21, 2025
5	K Dennison	NJ Social Studies Supervisors Association Spring Meeting	NJPSA / FEA Conference Center Montor NJ	Mileage	May 1, 2025
6	M Devine	NJ ELA Spring Supervisor Group for Presentations on AI, Writing & Information Literacy Standards	Drew University Madison NJ	Mileage	May 29, 2025
7	D Palmiere	Annual NJASBO Workshop	Ocean Casino Atlantic City NJ	Registration \$500, Accommodations	June 4 to June 6, 2025
8	E. Clymer D Palmiere A Coscia A Kemp T Dufner M Fraumeni J Hansen E Heller L Marshall P Merrill C Piasecki	Annual NJSBA Workshop	Atlantic City Convention Center	Registration \$2200, Accommodations, meals, mileage	October 20 to October 23, 2025

*5. 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	42292508	Paternity Leave	Custodian	MS	on or about 05-22-25	0	05-22-25	05-22-25	N/A	on or about 08-14-25	

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 - 007

HS – 2024-2025 - 006

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	C Tyburezy	Franklin Township Elementary School 32 Asbury Broadway Rd Washington NJ	Transportation	Middle School Students
2	C Tyburezy	Mansfield Elementary School Route 57 Washington NJ	Transportation	Middle School Students
3	C Tyburezy	Brass Castle Elementary School 16 Castle St Washington NJ	Transportation	Middle School Students
4	C Tyburezy	Washington Boro Memorial School 300 W Stewart St Washington	Transportation	Middle School Students
5	C Dock	Centenary University Lackland Center 400 Jefferson St Hackettstown NJ 07840	Transportation	Business Students
6	M Devine	North Hunterdon HS 1445 NJ 31 Annandale NJ 08801	Transportation	Horizons - Academic Team
7	M Devine	North Warren Regional HS 10 Noe Road Blairstown NJ 07825	Transportation	Horizons - MS Group
8	J Solecitto L Krause	Harmony Township Fire Co 440 Brainards Rd Phillipsburg NJ 08865	Transportation	Gifted and Talented
9	J Solecitto	Taylor Street School Washington Boro	N/A (Walking)	Gifted and Talented
10	R Smola C Green	WHRHS	Transportation	MS Adaptive PE Partners

*3. The Board of Education Approved 2024-2025 School Year Calendar is being adjusted as follows:

- The school closing day on February 6, 2025 will be made up on Tuesday June 10, 2025.
- Schools will be closed on Friday, May 23, 2025 and will be made up on Wednesday, June 11, 2025
- The last day of school for students will be Wednesday, June 11, 2025 with an 11:55 AM dismissal.

*4. Motion to approve the Warren Hills Regional School District Calendar for the 2025-2026 School Year. - Attachment B.

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 February, 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 February, 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 March 19, 2025 through April 8, 2025, in the amount of \$2,320,967.94.

*3. Motion to approve Student Activities bill list for the period February 1, 2025 through February 28, 2025 in the amount of \$7,160.60.

*4. Motion to approve transfers in the amount of \$451,345.12 for the month of February, 2025.

*5. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #8861495137 commencing March 14, 2025 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.

*6. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #8476954198 commencing March 31, 2025 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.

*7. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #4486721848 commencing March 31, 2025 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.

*8. 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 #4924140597 to the DCF Regional School, Warren Campus in Port Murray, NJ at a cost of \$75.00 a day commencing March 13, 2025.

*9. Motion to approve an Agreement for Related Services and other Ancillary Services with Sussex County Educational Services Commission for the 2025-2026 school year per attached rates.

*10. Motion to add the NJ Herald as an alternate official newspaper of Warren Hills Regional Board of Education to carry legal ads for the 2024-2025 school year.

*11. Motion to approve the Perkins Grant Amendment #1.

*12. Motion to submit the FY 2025 NJSIG Safety Grant in the amount of \$3,100.00 to be used for Building updates.

*13. Motion to accept, with gratitude, the donation of \$15,173.28 from the Streaks Wrestling Club to purchase a new wrestling mat pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*14. Motion to accept, with gratitude, the donation of \$1,300.00 from the Streaks Softball Club to build a storage shed pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*15. Motion to accept, with gratitude, the donation of \$100 from Terry Lawton for the High School Scholarship Student Activity Account pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*16. Motion to approve the disposal of the following assets per district policy 7300, Disposition of Property:

Wrestling Mat
2 Track and field Standards

*17. Motion to approve the purchase from CDW-G for 300 chromebooks at a cost of \$113,250 under Educational Services Commission of New Jersey (ESCNJ/AEPA-22G) using Title I funds.

*18. Be It Resolved to approve a Purchase Order with Wantage Fence and Stonework, LLC in the amount of \$164,800 to address additional mitigation measures in the spillway resulting from unforeseen site conditions including revised dimensions/quantities/methods of repair. FEMA has reviewed the request and increased the funding.

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