

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**May 13, 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*, *New Jersey Herald* 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

- April 29, 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):

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**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	No meeting held	By Chair: P. Merrill
Education, Policy & Technology	No meeting held	By Chair: L. Marshall
Personnel & Student Activities	May 8, 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	Jeffery Balas	Approve	HS Special Education	\$98,980.00	HS	08-21-25	06-30-26	Involuntary Transfer from MS to HS
2	Tara Steele	Approve	HS Mathematics	\$66,580.00	HS	08-21-25	06-30-26	Involuntary Transfer from MS to HS
3	Christian Semenowitz	Approve	Coach - Assistant Boys Soccer	\$5,607.00	HS	Start of 25-26 Season	End of Fall Season	Tier 3 Step 3
4	Joseph Macho	Approve	Coach - Head Football	\$10,014.00	HS	Start of 25-26 Season	End of Fall Season	Tier 1 Step 4
5	Marshall Cuomo	Approve	Coach - Asst Football	\$7,865.00	HS	Start of 25-26 Season	End of Fall Season	Tier 1 Step 4
6	Louis Vanorskie	Approve	Coach - Asst Football	\$7,865.00	HS	Start of 25-26 Season	End of Fall Season	Tier 1 Step 4
7	Michael Howey	Approve	Coach - Asst Football	\$7,865.00	HS	Start of 25-26 Season	End of Fall Season	Tier 1 Step 4
8	Adam Latham	Approve	Coach - Asst Football	\$7,865.00	HS	Start of 25-26 Season	End of Fall Season	Tier 1 Step 4
9	Bailey Bevins	Approve	Coach - Asst Football	\$5,582.00	HS	Start of 25-26 Season	End of Fall Season	Tier 1 Step 2
10	Patrick Kablis	Approve	Summer Weight Room Supervisor	\$47.00/hr	HS	06-16-25	06-30-25	Not to exceed a total of 32 hours. Payment via submission of completed timesheets.
11	Kenneth Kurpat	Approve	Summer Weight Room Supervisor	\$47.00/hr	HS	06-16-25	06-30-25	Not to exceed a total of 32 hours. Payment via submission of completed timesheets.
12	Patrick Kablis	Approve	Summer Weight Room Supervisor	\$47.00/hr	HS	07-07-25	08-15-25	Not to exceed a total of 160 hours. Payment via submission of completed timesheets.

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
13	Kenneth Kurpat	Approve	Summer Weight Room Supervisor	\$47.00/hr	HS	07-07-25	08-15-25	Not to exceed a total of 160 hours. Payment via submission of completed timesheets.
14	Kristen Ciborski	Approve	Substitute Secretary	\$16.00/hr	District	05-14-25	06-30-25	Pending receipt of required documents
15	Kristen Ciborski	Approve	Substitute 1:1 Paraprofessional	\$23.00/hr	District	05-14-25	06-30-25	Pending receipt of required documents
16	Brian Eick	Approve	Substitute Teacher	\$130.00/day	District	05-14-25	06-30-25	Pending receipt of required documents
17	Scott Esposito	Approve	Substitute Teacher	\$130.00/day	District		05-01-25	Rescind Substitute Teacher
18	Stephanie VanAlstine	Accept	Teacher	\$79,480.00	HS	05-14-25	05-13-25	Resignation

\*2. Motion to approve the employment of the attached personnel list “A” of tenured, certificated teaching staff for the 2025-2026 school year. (Attachment A)

\*3. Motion to approve the employment of the attached personnel list “B” non-tenured, certificated teaching staff with eligibility for tenure on the appropriate date for the 2025-26 school year. (Attachment B)

\*4. Motion to approve the employment of the attached personnel list “C” non-tenured, certificated teaching staff for the 2025-2026 school year. (Attachment C)

\*5. Motion to approve the employment of the attached personnel list “D” of School Security Personnel for the 2025-2026 school year. (Attachment D)

\*6. Motion to approve the employment of the attached personnel list “E” Technology personnel for the 2025-2026 school year. (Attachment E)

\*7. Motion to approve the employment of the attached personnel list “F” tenured secretaries for the 2025-2026 school year. (Attachment F)

\*8. Motion to approve the employment of the attached personnel list “G” non-tenured, secretaries with eligibility for tenure on the appropriate date for the 2025-2026 school year. (Attachment G)

\*9. Motion to approve the employment of the attached personnel list “H” non-tenured secretaries for the 2025-2026 school year. (Attachment H)

\*10. Motion to approve the employment of the attached personnel list “I” of Custodial/Grounds/ Maintenance Personnel for the 2025-2026 school year. (Attachment I)

\*11. Motion to approve the employment of the attached personnel list “J” of tenured, certificated administrative staff for the 2025-2026 school year. (Attachment J)

\*12. Motion to approve the employment of the attached personnel list “K” of non-tenured, certificated administrative staff for the 2025-2026 school year. (Attachment K)

\*13. 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	Jonathan Wood	Volunteer - Marching Band	N/A	N/A	District	05-20-25	End of Fall Season	Pending receipt of required documents

\*14. Motion to approve the following travel and conference requests:

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	C Hough	“Brick by Brick” A Leaders Guide to Building SEL in Schools	St. Elizabeth’s University 2 Convent Road Morristown NJ	N/A	May 7, 2025
2	T Downs	R.A.D. Instructor Certification	Princeton NJ	N/A	May 19, 20 and 21, 2025
3	K Tomasino	“Brick by Brick” A Leaders Guide to Building SEL in Schools	Rowan University 201 Mullica Hill Rd Glassboro NJ	Mileage	May 28, 2025
4	M Devine	WCCSE Spring Meeting	WHRSD Board Office	N/A	May 27, 2025
5	J Solecitto	WCCSE Convention	Harmony Township NJ	N/A	May 29, 2025
6	J Solecitto	Field Trip	Martin Guitar Nazareth PA	N/A	May 13, 2025

\*15. 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	22928782	Maternity Leave of Absence	Teacher	HS	8-20-25	17	9-16-25	9-16-25	N/A	on or about 12-08-25	
2	54945662	Maternity Leave of Absence	Teacher	HS	8-20-25	31	10-6-25	10-6-25	N/A	on or about 01-05-26	
3	76086420	Maternity Leave of Absence	BCBA	District	9-15-25	12	10-1-25	10-1-25	N/A	on or about 12-22-25	

\*16. Resolved, that the Board hereby reduces employee I.D. #2317 from full time status (1.0) to (.5) status, pursuant to N.J.S.A. 18A: 28-9, effective July 1, 2025, for reasons of efficiency and economy and be it further

Resolved, that, as a tenured employee, employee I.D. #2317 shall be placed on the District’s preferred eligibility list in the order of seniority for reemployment should the position become a 1.0 position in the future.

\*17. Motion to approve the following Job Descriptions (Attachment “L”):

- Accounts Payable Specialist
- Administrative Assistant to the School Business Administrator
- Confidential Administrative to the Superintendent and Business Administrator
- Benefits/Payroll Specialist
- Personnel/Payroll Specialist

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 - None  
 HS – 2024-2025 - None

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

<b>Cod e</b>	<b>Requested by:</b>	<b>Trip</b>	<b>Board of Education Cost</b>	<b>Discussion</b>
1	N Labrit-Petrewski S Montero J Cagnassola	HS Theater Group	Transportation	WHRHS Drama Club
2	D Detrick M Cuomo	The College of NJ	Transportation	Finals of CTF - Cyber Security Competition & Summit for Teachers
3	N Silvis H Ranali J Balas	Meadow Breeze Park	Transportation	8th Grade Alternative Learning Community
4	J Jessen J Swick B Merritt R Hart	Merrill Creek	Transportation	Excel Students
5	J Locasto	Warren Hills Regional High School	Transportation	MD Class
6	J Locasto	Warren Hills Regional Middle School	Transportation	MD Class
7	J Solecitto M Bartek	Duke Farms	Transportation	Gifted & Talented
8	G Hrabovecky R Moreno	Merrill Creek	Transportation	ESL
9	N Labrit-Petrewski S Montero J Cagnassola	HS Theater Group	Transportation	WHRHS Drama Club
10	N Labrit-Petrewski S Montero J Cagnassola	HS Theater Group	Transportation	WHRHS Drama Club

### 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 March, 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 March, 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 April 30, 2025 through May 13, 2025, in the amount of \$2,081,608.05.

\*3. Motion to approve Student Activities bill list for the period March 1, 2025 through March 31, 2025 in the amount of \$15,575.58.

\*4. Motion to approve Cafeteria bill list for the period of January 1, 2025 through March 31, 2025 in the amount of \$181,502.86.

\*5. Motion to approve transfers in the amount of \$84,136.51 for the month of March, 2025.

\*6. Motion to approve the following 2025-2026 Municipal Schedule of Taxes:

### 2025-2026 Municipal Tax Schedule

<u>Due Dates</u>	<u>Franklin Twp</u>	<u>Mansfield Twp</u>	<u>Washington Borough</u>	<u>Washington Twp</u>
7/15/2025	\$ 323,219.63	\$ 631,303.38	\$ 492,274.13	\$ 701,968.75
8/15/2025	\$ 325,571.50	\$ 635,895.57	\$ 495,855.48	\$ 707,075.46
9/15/2025	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
10/15/2025	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
11/15/2025	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
12/15/2025	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
1/15/2026	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
2/15/2026	\$ 579,783.84	\$1,132,417.27	\$ 883,029.86	\$1,259,175.04
3/15/2026	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
4/15/2026	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
5/15/2026	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
6/15/2026	\$ 323,219.67	\$ 631,303.42	\$ 492,274.17	\$ 701,968.75
<b>Total</b>	<b>\$4,137,552.00</b>	<b>\$8,081,347.00</b>	<b>\$6,301,627.00</b>	<b>\$8,985,938.00</b>

\*7. Motion to approve Home/Bedside Instruction Agreement with Saint Clare’s Hospital for Student #6202407808, commencing April 7, 2025 until April 11, 2025, in the amount of \$55.00 per hour for a total of 5 hours per week.

\*8. Motion to accept, with gratitude, the donation of \$180.00 from Andrew Noreen (parent) through AT&T, a Benevity foundation partner, to the Warren Hills High School Best Buddies Student Activity Account, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

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