

WARREN HILLS REGIONAL BOARD OF EDUCATION

July 15, 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

- June 17, 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 –

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

Committee	Date	Discussion
Finance, Facilities & Transportation	July 11, 2025	By Chair: A. Kemp
Education, Policy & Technology	July 2, 2025	By Chair: L. Marshall
Personnel & Student Activities	July 10, 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	Robert Bachman	Approve	Teacher - Maternity Leave Replacement	\$323.63/day	HS	08-20-25	On or about 01-05-26	Pending receipt of required documents
2	David Lance Sr	Approve	Security	\$34,241.00	MS	08-21-25	06-30-26	Pending receipt of required documents
3	Tammy Muffley	Approve	Homework Club	\$47.00/hr	MS	08-25-25	06-30-26	Submission of time sheets - Title II
4	Kristyn Sbriscia	Approve	Nurse - Summer ESY Program	\$47.00/hr	District	07-01-25	07-31-25	Submission of time sheets
5	Stephanie Golda-Poirier	Approve	Teacher	\$47.00 per hour	HS	07-16-25	08-15-25	20 Hours Summer Curriculum Work - Submission of timesheet
6	Bernard Arnold	Approve	Custodian	\$1,000.00	HS	07-01-25		Rescind Night time Lead approved 6-17-2025 BOE Meeting
7	Keith Wanamaker	Approve	Coach - Head Boys Wrestling Coach	\$9,498	HS	7/16/25	End of Winter season	Tier 2 Step 4
8	Michael Arminio	Approve	Coach - Head Girls wrestling coach	\$9,498	HS	7/16/25	End of Winter season	Tier 2 Step 4
9	Zachary Fisher	Approve	Coach - Assistant Boys Wrestling coach	\$7,478	HS	7/16/25	End of Winter season	Tier 2 Step 4

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
10	Martin White	Approve	Coach - Assistant boys Wrestling coach	\$7,478	HS	7/16/25	End of Winter season	Tier 2 Step 4
11	Andrew Kaluzny	Approve	Coach - Assistant boys Wrestling coach	\$4,672	HS	7/16/25	End of Winter season	Tier 2 Step 1
12	Nickolas Gorab	Approve	Coach - Assistant girls wrestling coach	\$5,302	HS	7/16/25	End of Winter season	Tier 2 Step 2
13	Michael Howey	Approve	Coach - Head Girls Basketball Coach	\$9,498	HS	7/16/25	End of Winter season	Tier 2 Step 4
14	Megan Bublitz	Approve	Coach - Assistant girls Basketball coach	\$7,478	HS	7/16/25	End of Winter season	Tier 2 Step 4
15	Renee Smola	Approve	Coach - MS Head Girls Coach Basketball	\$5,905	MS	7/16/25	End of Winter season	Tier 2 Step 4
16	Joseph Bamford	Approve	Coach - Head Boys Basketball Coach	\$9,498	HS	7/16/25	End of Winter season	Tier 2 Step 4
17	Stephen Jost	Approve	Coach - Assistant boys Basketball coach	\$7,478	HS	7/16/25	End of Winter season	Tier 2 Step 4
18	Gloria Hrabovecky	Approve	Coach - MS Head Boys Basketball	\$5,905	MS	7/16/25	End of Winter season	Tier 2 Step 4
19	Morgan Reiner	Approve	Coach - HC Winter Cheer	\$8,982	HS	7/16/25	End of Winter season	Tier 3 Step 4
20	Olivia Reiner	Approve	Coach - Asst. Cheer Coach	\$5,607	HS	7/16/25	End of Winter season	Tier 3 Step 3
21	Julia Mueller	Approve	Coach - Asst. Cheer Coach	\$5,607	HS	7/16/25	End of Winter season	Tier 3 Step 3
22	Ruben Moreno	Approve	Coach - HC Bowling Boys/Girls	\$4,912	HS	7/16/25	End of Winter season	Tier 4 Step 1

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
23	Sarah Codd	Approve	Coach - Girls Soccer Head Coach	\$4,575	MS	7/16/25	End of Season	Tier 3 Step 3
24	Samantha Toth	Approve	Guidance Counselor Summer Hours	\$60.22/hr	HS	07-01-25	08-20-25	Not to exceed 260 cumulative hours; Submission of Timesheet
25	Jerry Bamford	Accept	Grounds/ Maintenance	\$63,650.00	District	01-01-26	12-31-25	RETIREMENT
26	Nicole Labrit-Petrewski	Accept	Teacher	\$85,133.00	HS	6-30-25		Resignation

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	K Dennison	2025 NJ Amistad Commission Summer Institute	Stockton State University AC Campus Atlantic City NJ	\$100 Registration, Mileage	August 5-7, 2025
2	H Apple	NGSS Summer Institute	Raritan Valley Community College Branchburg NJ	Mileage	July 21, 2025

*4. Motion to approve the entire Middle School Staff for AM/PM Duties, per the established CBA rate.

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 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 #5111 - Eligibility of Resident/NonResident Students

P #5460 - High School Graduation

P #5512 - Harassment, Intimidation, or Bullying

P #5533 - Student Smoking

R #5533 - Student Smoking

P #7441 - Electronic Surveillance in School Buildings and on School Grounds

R #7441 - Electronic Surveillance in School Buildings and on School Grounds

P #8500 - Food Services

P #9320 - Cooperation with Law Enforcement Agencies

R #9320 - Cooperation with Law Enforcement Agencies

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

MS –2025-2026 - None

HS – 2025-2026 - 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	M Reiner J Mueller	Trails End Camp	Transportation	WHRSD Varsity Cheer Teams
2	J Graf S Golda-Poirier S Montero	Hunterdon Central HS	Transportation	WHRSD Marching Band
3	J Graf S Golda-Poirier S Montero	Lenape Valley Regional HS	Transportation	WHRSD Marching Band
4	J Graf S Golda-Poirier S Montero	MetLife Stadium 1 Metlife Stadium Dr E Rutherford NJ	Transportation	WHRSD Marching Band
5	J Graf S Golda-Poirier S Montero	US Bands State Championships	Transportation	WHRSD Marching Band
6	C Yanoff J Bamford	Oakwood Lanes Washington NJ	Transportation	MS/AU ESY Program

Code	Requested by:	Trip	Board of Education Cost	Discussion
7	J Giamoni	South Brunswick High School South Brunswick NJ	Transportation	HS Student Council
8	J Giamoni	Phillipsburg High School Phillipsburg NJ	Transportation	HS Student Council
9	J Giamoni	West Windsor-Plainsboro High School North Plainsboro Township NJ	Transportation	HS Student Council
10	P Smith	Burlington County Fair Grounds	N/A	FFA
11	P Smith	Triplebrooke Campground 58 Honey Run Rd Blairstown NJ	N/A	FFA

*4. Motion to approve the School Safety and Security Plan Annual Review Statement of Assurance as recommended by the Superintendent.

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 May, 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 May, 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 overexpended 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 June 18, 2025 through July 14, 2025, in the amount of \$3,830,316.21.

*3. Motion to approve Student Activities bill list for the period May 1, 2025 through May 31, 2025 in the amount of \$67,991.23.

*4. Motion to approve transfers in the amount of \$1,220,480.22 for the month of May 2025.

*5. Motion to accept the following quotes for the 2025-2026 Central Late Run Transportation as recommended by the Superintendent:

Vendor Name	Route Cost	Aide Cost	Total Route Cost	Mileage Adjustment Cost
Krapf School Bus	\$125.00/diem	N/A	\$125.00/diem	\$1.95 per mile
GST Transport	No Quote	N/A	N/A	N/A
Snyder Bus Service	\$290.00/diem	N/A	\$290.00/diem	\$1.49 per mile

Be It Resolved to award the following contracts for the 2025-2026 Central Late Run Transportation as recommended by the Superintendent:

Vendor Name	Route Cost	Aide Cost	Total Route Cost	Mileage Adjustment Cost
Krapf School Bus	\$125.00/diem	N/A	\$125.00/diem	\$1.95 per mile

*6. Motion to approve the Tuition Contract with Lopatcong Township School District and to accept student #4819804283 for the 2025-2026 regular school year in the amount of \$28,600.00.

*7. Motion to approve Tuition Contract with Oxford Township School District and to accept 77 regular education students to attend Warren Hills Regional High School for the 2025-2026 school year at a tuition rate of \$20,500.00 per student.

*8. Motion to approve Tuition Contracts with Oxford Township School District and to accept the following students for the 2025-2026 regular school year:

Student	Program	Amount	Effective
5514949714	ERIC Program	\$22,500.00	8/25/25-6/30/26
1817045299	LLD Program	\$22,000.00	8/25/25-6/30/26
6681709417	LLD Program	\$22,000.00	8/25/25-6/30/26
9783068237	LLD Program	\$22,000.00	8/25/25-6/30/26
5938708972	MD Program	\$28,600.00	8/25/25-6/30/26
7627514082	RR Program	\$23,000.00	8/25/25-6/30/26
2600443158	RR Program	\$23,000.00	8/25/25-6/30/26
8309780512	RR Program	\$23,000.00	8/25/25-6/30/26
7376108685	RR Program	\$23,000.00	8/25/25-6/30/26
5671008339	RR Program	\$23,000.00	8/25/25-6/30/26
9045310305	RR Program	\$23,000.00	8/25/25-6/30/26

*9. Motion to approve the Tuition Contract with Pohatcong Township School District and to accept student #6264277903 for the 2025-2026 school year in the amount of \$28,600.00.

*10. Motion to approve the Tuition Contract with White Township School District and to accept student #5404077684 for the 2025-2026 school year in the amount of \$28,600.00.

*11. Motion to approve the following Special Education Tuition Contract for the 2025-2026 regular school year:

Student	School	Amount	Aide	Relate Services	Effective
7976198194	Roxbury Township Board of Education	\$34,359.00	N/A	N/A	8/27/25-6/30/25
2490293155	Sussex County Ed Services Commission – Northern Hills Academy	\$62,920.00	\$30,376.00	N/A	9/4/25-6/30/25
5611642836	Sussex County Ed Services Commission – Northern Hills Academy	\$56,401.00	\$15,188.00	N/A	9/4/25-6/30/25
1995818933	Sussex County Ed Services Commission – Northern Hills Academy	\$62,920.00	\$30,376.00	N/A	9/4/25-6/30/25

*12. Motion to approve an Agreement with Hunterdon County Educational Services Commission for Child Study Team, Instructional and Nursing Services for the 2025-2026 school year commencing July 1, 2025 as per attached rates.

*13. Motion to approve Service Contracts with American Protective for the 2025-2026 school year for the following:

Product Description	Amount
CCTV Bundled Service	\$40,992.00
Fire Alarm Bundled Service	\$24,420.00
Security & Elevator Monitoring	\$ 4,500.00
Total Annual Fee	\$69,912.00

*14. Motion to approve an Agreement with i3Education (PaySchools) as the software vendor for cafeteria sales for the 2025-2026 school year in the amount of \$7,690.25.

*15. Motion to approve a Contract A.M.E. Inc. to install Honeywell WEBs-N4 software platform to upgrade and replace our building management system in accordance to ESCNJ Building Management Systems RFP #ESCNJ in the amount of \$159,599.96 as per Quote #12050-2LE.

*16. Motion to approve a Resolution to increase the bid threshold,

WHEREAS, Donnamarie Palmiere, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to **\$53,000**, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the (Name of Board of Education), pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of **\$53,000** for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

*17. Motion to approve the submission of the IDEA Basic Grant for the 2025-2026 school year in the amount of \$406,083.00.

*18. Motion to approve the submission of the Perkins Grant for the 2025-2026 school year in the amount of \$15,422.00.

*19. Motion to accept, with gratitude, the donations of items worth \$1,110.00 from the Streaks Running Club for the cross country and track teams pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*20. Motion to approve a Sponsorship in amount of \$500.00 from Good Impression Print Communications, LLC to provide additional financial resources to club and athletic programs in the Warren Hills Regional School District.

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