

WARREN HILLS REGIONAL BOARD OF EDUCATION

August 26, 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

- August 12, 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): NJGPA Results Report - Mr. Clymer

I. Goals:

Warren Hills Regional School District Goals for 2024-2025 School Year

District Goal 1:

District Goal 2:

District Goal 3:

Warren Hills Board of Education Board Goals for 2024-2025:

J. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	August 21, 2025	By Chair: P. Merrill
Education, Policy & Technology	August 21, 2025	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	Stephanie Golda-Poirier	Approve	Teacher	\$1,550.00 per semester	MS	8-26-25	6-30-26	Stipend for Travel, per contract
2	Salvatore Montero	Approve	Teacher	\$1,550.00 per semester	MS	8-26-25	6-30-26	Stipend for Travel, per contract
3	Matthew Dell Elba	Approve	Teacher	\$1,550.00 per semester	HS	8-26-25	6-30-26	5th preparation, per contract
4	Toni Manfra	Approve	Teacher	\$1,550.00 per semester	HS	8-26-25	6-30-26	5th preparation, per contract
5	Jenna Wyckoff	Approve	Coach - Head Field Hockey	\$3,567.00	MS	Start of Season	End of Season	Tier3 Step 1; Pending receipt of all required documents
6	Mark Smith	Approve	Teacher	\$47.00/hr	HS	8-18-25	8-21-25	Curriculum Review; Not to exceed 5 hrs; Submission of timesheet
7	Nichole Nuzzi	Approve	Paraprofessional	\$29.98/hr	HS	08-21-25	06-30-26	AIDE HR BA, Step 2 - Pending receipt of required documents
8	Laila Southard	Approve	Paraprofessional	\$29.98/hr	HS	08-21-25	06-30-26	AIDE HR BA, Step 2 - Pending receipt of required documents
9	Jonathon Slack	Approve	Athletic - Event Staff	Per Approved Athletic Fee Schedule	District	8-27-25	6-30-26	Submission of Timesheet
10	Nicholas Springer	Approve	Athletic - Event Staff	Per Approved Athletic Fee Schedule	District	8-27-25	6-30-26	Submission of Timesheet
11	Salvatore Montero	Approve	Advisor HS Chorus Club	\$4,223	HS	8/25/25	6-12-26	Tier 1
12	Salvatore Montero	Approve	Advisor HS Chorus Director (Spring)	\$3,605	HS	8/25/25	6-12-26	1 production Tier 2
13	Salvatore Montero	Approve	Advisor MS Chorus Director (Fall/Winter)	\$3,605	MS	8/25/25	6-12-26	1 production Tier 2
14	Salvatore Montero	Approve	Advisor Select MS Chorus Club	\$2,781	MS	8/25/25	6-12-26	Tier 5
15	Kayleigh Morpeth	Approve	Advisor MS Jazz Ensemble	\$2,987	MS	8/25/25	6-12-26	Tier 4
16	Cedric Hickerson	Approve	Advisor HS Junior Class	\$3,399	HS	8/25/25	6-12-26	Tier 3

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
17	Patricia Smith	Rescind	Advisor FFA MS	\$2,781	MS	08/25/25	06-12-26	Rescind 8-12-2025 Approval
18	Patricia Smith	Approve	Advisor FFA Co-Advisor MS	\$1,390.50*	MS	08/25/25	06-12-26	* 50% of Tier 5
19	Lisa Smith	Approve	Advisor FFA Co-Advisor MS	\$1,390.50*	MS	08/25/25	06-12-26	* 50% of Tier 5
20	Adam Slack	Approve	Advisor - Assistant for Archery	\$2,112	HS	08/25/25	06-12-26	Tier 1
21	Joanna Leontaris	Approve	Advisor - HS Key Club	\$3,399	HS	08/25/25	06-12-26	Tier 3
22	Cheryl Yanoff	Approve	Tutoring	\$47.00/hr	District	07/01/25	08/15/25	Math Tutoring - Billed to Belvidere
23	Danielle Miksch	Approve	Peer Tutoring	\$47.00/hr	HS	08/25/25	06-12-26	Submission of Time Sheets
24	Kelsey Connelly	Approve	Peer Tutoring	\$47.00/hr	HS	08/25/25	06-12-26	Submission of Time Sheets
25	Heather Wight	Approve	Testing Coordinator	\$1,000.00	HS	08/25/25	06-12-26	SAT Testing Coordinator
26	Geri Cramer	Approve	Testing Coordinator	\$4,000.00	MS	08/25/25	06-12-26	NJSLA Spring Testing Coordinator
27	MaryAnn Strohl-McKinney	Approve	Substitute Teacher	\$130.00/day	District	08/25/25	06-12-26	Pending receipt of required documents
28	Brooke Johnson	Accept	Secretary	\$47,013.00	MS	08-31-25	08-31-25	Resignation
29	Michael Clancy	Rescind	Event Staff	\$40.00/hr	District	08/25/25		Rescind Approval - Failure to provide required documents
30	Michael Clancy	Rescind	Substitute Security	\$20.00/hr	District	08/25/25		Rescind Approval - Failure to provide required documents

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	K Dennison	NJDOE Teach NJ Guidance Update Workshop	Somerset County NJDOE Office Somerville NJ 08876	N/A	August 7, 2025

*3. Motion to approve the following staff members for Summer 2025 IEP Meetings at the Contracted Rate \$47.00. Submission of Approved Timesheets.

Kenneth Kurpat, Jennifer Jessen, Nicole Nothnagel, Chelsae Dell Elba

*4. Motion to approve Job Descriptions as recommended by the Personnel and Student Activities Committee and the Superintendent:

- Assistant Principal - Attachment A
- Secretary 10 & 12 Month Positions - Attachment B
- Secretary to Director of Special Services - Attachment C

*5. 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	Heather Roldan	Field Experience	150 hrs	N/A	District	9-2-25	12-15-25	Pending receipt of required documents; Under the supervision of E. Clymer

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 **SECOND 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 & R #2430 - Co-Curricular Activities**
- R #5511 - Dress and Grooming**
- R #5600 - Student Code of Conduct**
- P #7320 - Disposition of Property**
- P #9163 - Spectator Code of Conduct**

*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	P Smith	National FFA Convention Indianapolis IN	N/A	FFA
2	S Reichard N Silvis	The College of New Jersey Ewing NJ	Transportation	Student Council - Fall
3	S Reichard N Silvis	The College of New Jersey Ewing NJ	Transportation	Student Council - Winter

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 July, 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 revised monthly financial report of the Secretary and the Treasurer for the month of July, 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 August 13, 2025 through August 26, 2025, in the amount of \$ 917,560.59.

*3. Motion to approve Student Activities bill list for the period July 1, 2025 through July 31, 2025 in the amount of \$3,777.15.

*4. Motion to approve transfers in the amount of \$339,712.00 for the month of July 2025.

*5. Motion to approve the following Special Education Tuition Contracts for the 2025-2026 extended and regular school year:

Student	School	Amount	Aide	Related Services	Effective
9124718805	Morris-Union Jointure Commission – DLC	\$61,031.00	\$76,569.00	N/A	6/25/25-6/30/26

*6. Motion to approve Transportation Contracts with the NJ Department of Children and Families, Office of Education, for the 2025-2026 school year to transport Warren Hill Regional Students #4924140597 and #6584158772 to the DCF Regional School, Warren Campus in Port Murray, NJ, at a cost of \$75.00 a day per student.

*7. Motion to approve Change Order No. 12 for the HS HVAC Upgrades in the amount of \$5,273.99 for additional costs associated with supplying 208 volts power supply to 9 UV LEV’s. This Change Order becomes part of and in conformance with the existing contract.

*8. Motion to approve the attached list of Use of Facilities for the 2025-2026 school year. [Attachment D]

*9. Motion to accept, with gratitude, the donation of 2 Jersey Tactical Corp. Emergency Response Lockers worth \$2,600.00 from the At-Ease Foundation for the Warren Hills Regional High School & Middle School 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