

WARREN HILLS REGIONAL BOARD OF EDUCATION

November 11, 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

- October 14, 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):

Auditor Report - Ms. Man Lee, Nisivoccia

HS Pathways Presentation - WHRHS Pathways Committee

NJSLA Spring 2025 Score Report - Mr. Clymer, Mrs. Apple & Mr. Dennison

I. Goals:

Warren Hills Regional School District Goals for 2025-2026 School Year

District Goal 1: To increase the percentage of students who are *graduation ready* on the NJGPA-Adaptive, Math & ELA assessments, utilizing the *Curriculum Monitoring and Assessment Plan* and the *Annual School Plan* to more closely evaluate student growth.

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 by facilitating at least 2 in-district programs.

District Goal 3: To implement the *Structured English Instruction Program* by providing certificated faculty with in-house Professional Development time and resources to complete the 15-hour, self-paced training program no later than May 29, 2026, with a successful completion rate of greater than 95% of certificated teaching staff and non-certificated teaching staff.

Warren Hills Board of Education Board Goals for 2025-2026:

1. Support the administration, faculty and staff district achievement by monitoring student growth, professional development, and school climate initiatives. The Board will ensure these initiatives are implemented with fidelity and reviewed for effectiveness.

2. Support, recognize and celebrate student achievements by highlighting academic, extracurricular, and personal successes. The Board seeks to foster a positive culture that values both student growth and staff contributions.

J. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	October 30, 2025	By Chair: A. Kemp
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	Thomas Parsons	Approve	Substitute Teacher	\$130.00/day	District	11-12-25	06-30-26	Pending receipt of required documents
2	Russell Wilde	Approve	Substitute Security	\$20.00/hr	District	11-12-25	06-30-26	Pending receipt of required documents
3	Russell Wilde	Approve	Event Staff	\$40.00/hr	District	11-12-25	06-30-26	Pending receipt of required documents
4	Renee Smola	Approve	Head HS Softball Coach	\$8,982.00	HS	3-9-26	End of Season	Tier 3 Step 4
5	Craig Green	Approve	Asst. Softball	\$7,089.00	HS	3-9-26	End of Season	Tier 3 Step 4
6	Tarra Bendorf	Approve	MS Softball Head Coach	\$5,595.00	MS	3-9-26	End of Season	Tier 3 Step 4
7	Thomas Dellaventura	Approve	MS Head Baseball Coach	\$5,595.00	MS	3-9-26	End of Season	Tier 3 Step 4
8	Patrick Kablis	Approve	Head HS Boys Lacrosse Coach	\$8,982.00	HS	3-9-26	End of Season	Tier 3 Step 4
9	Bailey Bevins	Approve	Asst. Boys Lacrosse Coach	\$7,089.00	HS	3-9-26	End of Season	Tier 3 Step 4
10	Megan Bublitz	Approve	Head Girls Lacrosse Coach	\$8,982.00	HS	3-9-26	End of Season	Tier 3 Step 4
11	Erica Chesniak	Approve	Asst Girls Lacrosse Coach	\$7,089.00	HS	3-9-26	End of Season	Tier 3 Step 4
12	Nicole Latino	Approve	Asst Girls Lacrosse Coach	\$7,089.00	HS	3-9-26	End of Season	Tier 3 Step 4
13	Maria Forsythe	Approve	Head Girls Track Coach	\$8,982.00	HS	3-9-26	End of Season	Tier 3 Step 4

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
14	Zachary Fisher	Approve	Head Boys Track Coach	\$8,982.00	HS	3-9-26	End of Season	Tier 3 Step 4
15	Michael Howey	Approve	Asst. Track Coach	\$7,089.00	HS	3-9-26	End of Season	Tier 3 Step 4
16	Janessa Ternosky	Approve	Asst. Track Coach	\$5,607.00	HS	3-9-26	End of Season	Tier 3 Step 3
17	Kimberly Kavcak	Approve	MS Head Girls Track Coach	\$5,595.00	MS	3-9-26	End of Season	Tier 3 Step 4
18	Tasjaana Miraglia	Approve	MS Head Boys Track Coach	\$5,595.00	MS	3-9-26	End of Season	Tier 3 Step 3
19	David Sbriscia	Approve	Asst. Track Coach	\$4,326.00	MS	3-9-26	End of Season	Tier 3 Step 4
20	John Heine	Approve	Head Golf Coach	\$7,434.00	HS	3-9-26	End of Season	Tier 4 Step 4
21	Daniel Montgomery	Approve	Boys Tennis Head Coach	\$7,434.00	HS	3-9-26	End of Season	Tier 4 Step 4
22	Kenneth Kurpat	Approve	Spring weight room	\$2,300.00	HS	3-9-26	End of Spring season	N/A
23	Thomas Dellaventura	Approve	Assistant Basketball coach	\$7,478.00	HS	11-24-25	End of Season	Tier 2 Step 4
24	David Lance	Approve	Assistant Basketball coach	\$7,478.00	HS	11-24-25	End of Season	Tier 2 Step 4
25	Toni Manfra	Approve	Unified Bowling Coach	\$4,491.00	HS	12-01-25	02-15-26	Tier 3 Step 4 50% of stipend
26	Sarah Codd	Approve	Assistant Yearbook position	\$2,111.50 Prorated	HS	10-15-25	06-30-26	50% Advisor Tier
27	Jennifer Giamoni	Accept	Teacher	\$99,225.00	HS	06-30-26	07-01-26	Retirement
28	Alan Freeman	Approve	Substitute Teacher	\$130.00/day	District	11-12-25	06-30-26	Pending receipt of required documents

*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	Chelsea Gonzalez	Observation	25 hours	N/A	District	12-01-25	01-31-26	Under the direction of Univ of Connecticut, S Prichard, M Rowlin - Pending receipt of required documents
2	William Lyons	Volunteer	N/A	N/A	HS	11-24-25	End of season	Volunteer - Boys Basketball - Pending receipt of required documents

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	L Ross	NJ Council for History Education 31st History Conference	Princeton University Princeton NJ	\$95 Registration, Mileage	December 5, 2025
2	T Downs	AVRT Violence Assessment	Webinar/Virtual	N/A	November 16, 2025
3	L Kubbishun H Ranalli C Tyburczy	WCSCA Quarterly Meeting	Warren County Community College Washington NJ	N/A	December 8, 2025
4	C Hough	NJPSA School Law: Mental Health & Substance Abuse	NJPSA Monroe NJ	Mileage	January 27, 2026
5	T Jaw	Techspo 2026	Harrah's Atlantic City	\$610 Registration, Mileage, Meals, Accommodations	January 28-30, 2026
6	D Rokosny	Hitting the Right Notes: Integrating Music History Across the Curriculum	Monmouth University Edison Hall West Long Branch NJ	Mileage	December 5, 2025

*4. Motion to accept Retirement of District Transportation Coordinator, Peggy Edmiston effective December 31st, 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 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&R 2530 Resource Material**
- P&R 2535 Library Material**
- P&R 9130 Public Complaints**

*2. 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 0141.3 Board Member Number and Term Regional School District**
- P 0143 Board Member Election and Appointment**
- P 0173 Duties of Public School Accountant**
- P 0174 Legal Services**
- P 0177 Professional Services**
- P&R 1570 Internal Controls**
- P 1620 Administrative Employment Contracts**
- P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities**
- P 2422 Statutory Curriculum Requirements**
- P 5339.01 Student Sun Protection**
- P&R 6111 Special Education Medicaid Initiative**
- P&R 6220 Budget Preparation**

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

- MS –2025-2026 - None
- HS – 2025-2026 - None

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	S Montero J Graf S Golda-Poirier	Hershey Park, Pennsylvania and Surrounding Schools and Colleges	Transportation	WHRSD Music Department
2	C Yanoff M McGann	Rockaway Townsquare Mall 301 Mt Hope Ave Rockaway NJ 07866	Transportation	MD/AU Class
3	S Montero	United Reformed Church 100 West Avenue Somerville NJ	Transportation	WHRHS Select Choir
4	J Swick J Jessen S Klinder M Rowllins S Tighe B Merritt	911 Memorial 180 Greenwich St New York NY	Transportation	Excel Students
5	J Swick J Jessen S Klinder S Tighe B Merritt	The Heritage Museum @ Meadow Breeze Park 54 Meadow Breeze Lane Washington NJ 07882	Transportation	Excel Students
6	K Morpeth	WHRHS	Transportation	MS Band
7	J Jessen S Klinder	Warren Haven Rehab & Nursing Center 350 Oxford Rd Oxford NJ	Transportation	Excel Students
8	M Smith A Slack	Sparta Middle School 350 Main St Sparta NJ 07871	Transportation	NASP MS & HS Archery Team
9	D Rokosny B Shah J Leonataris S Reichard M Devine T Wilson	River of Life Food Pantry 445 S Main St Phillipsburg NJ 08865	Transportation	Earth rights, Key Club, Student Council, SLAM, SAGA and Debate Clubs

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 September, 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 September, 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 October 15, 2025 through November 11, 2025, in the amount of \$3,293,916.47.

*3. Motion to approve transfers in the amount of \$321,457.90 for the month of September, 2025.

*4. Motion to approve the cafeteria bill list for the period July 1, 2025 through September 30, 2025 in the amount of \$108,727.10.

*5. Motion to approve Student Activities bill list for the period of September 1, 2025 through September 30, 2025 in the amount of \$6,294.53.

*6. Motion to approve 2025 Extended School Year Related Services and Personal One-To-One Teacher Assistant Contract with Morris-Union Jointure Commission for Student #9124718805 in the amount of \$15,511.00.

*7. Motion to approve 2025-2026 Related Services Hourly Contract with Morris-Union Jointure Commission for Student #9124718805 for the following services:

Services	Hourly Costs
Occupational Therapy Services	\$280.00
Physical Therapy Services	\$310.00
Speech Therapy Services	\$330.00

*8. Motion to approve the Tuition Contract with Allamuchy Township School District and to accept student #3218337303 for the 2025-2026 regular school year ERIC Program commencing August 25, 2025 in the amount of \$22,500.00.

*9. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #8868283961 commencing October 3, 2025 until October 14, 2025, in the amount of \$63.10 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

*10. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #9874165843 commencing October 20, 2025 until October 27, 2025, in the amount of \$63.10 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

*11. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #6159947014 commencing October 20, 2025 until further notice, in the amount of \$63.10 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

*12. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #8052602642 commencing October 23, 2025 until October 30, 2025, in the amount of \$63.10 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

*13. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #2306169525 commencing October 23, 2025 until October 27, 2025, in the amount of \$63.10 per hour for a total of 10 hours per week with an additional 33% for administrative and preparation costs.

*14. Motion to approve Home/Bedside Instruction Agreement with Silvergate Prep for Student #6032520078, commencing October 13, 2025 until further notice, in the amount of \$41.00 per hour for a total of 10 hours per week.

*15. Motion to accept the following quotes for Field Trip Transportation Route #Hershey Park26 as recommended by the Superintendent:

Vendor Name	Route Cost	Aide Cost	Total Route Cost	Mileage Adjustment Cost
Easton Coach	\$4,433.18	N/A	\$4,326.18	N/A
Panorama Tours	\$7,040.00	N/A	\$7,200.00	N/A
Martz Group	\$6,901.20	N/A	\$6,901.20	N/A

Be It Resolved to award the following contract for the Field Trip Transportation Route #Hershey Park26 as recommended by the Superintendent:

Vendor Name	Route Cost	Aide Cost	Total Route Cost	Mileage Adjustment Cost
Easton Coach	\$4,433.00	N/A	\$4,433.00	N/A

*16. Motion to approve the Annual Required Maintenance Budget Amount Worksheet [Form M-1] and the FY 2026-2027 Comprehensive Maintenance Plan.

*17. WHEREAS, the Warren Hills Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district’s account and financial transactions; and

WHEREAS, the Warren Hills Board of Education received the audit performed by Nisivoccia and discussed said audit at its public meeting held on November 11, 2025; now

BE IT RESOLVED that the Board of Education accepts and places on file the audit for the 2024-2025 school year. There are no audit findings or recommendations.

*18. Motion to approve Change Order No. 14 for the HS HVAC Upgrades in the amount of \$9,562.48 for additional cost associated with the purchase and installation of six(6) new photo-electric smoke detectors in the competition gym at the High School as per the fire inspector.

*19. Motion to approve the following 2025-26 ESEA grant amendment to include the additional carryover amounts:

Title IA	\$95,425
Title ISIA	\$24,174
Title IIA	\$ 3,110
Title III Immigrant	\$ 1,305
Title IV	\$16,093

*20. Motion to accept an Educational Grant from Construction Industry Career Day event sponsors in the amount of \$500.00 for construction education and materials.

*21. Motion to accept, with gratitude, a donation of a Nex Playground Gaming System valued at \$250.00 to support our Special Education programs, pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*22. Motions to accept, with gratitude, donations in the amount of \$112.12 from David Slovak and Andrew Noreen through The American Online Giving Foundation, Benevity’s foundation partner, for the Computer Science and Best Buddies Student Activities pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*23. Motions to accept, with gratitude, donations of equipment for the Middle School Tech Ed Room from Adam Slack through DonorsChoose valued at \$2,048.00 pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

*24. Motion to approve transfer of \$666 from the inactive MS International club to the MS ALC club (Alternative club).

*25. Motion to approve Troy & Banks Utility and Telecommunications Consultants to perform a telephone and utility audit at no cost to the district.

*26. Motion to approve the donation of one old softball jersey to Enzo's, Washington NJ and one old softball jersey to Sports Scene, Washington NJ.

Pursuant to Policy 7300 DISPOSITION OF PROPERTY
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