

WARREN HILLS REGIONAL BOARD OF EDUCATION

January 6, 2026

6:30 p.m. – Regular Meeting

A. Call to Order - Mrs. Donnamarie Palmiere, Board Secretary/Business Administrator

B. Oath of Office was administered to the newly elected and re-elected Board of Education members by Board Secretary:

DISTRICT	NAME	TERM
Mansfield Township	Alfred Coscia	Expired 3 year 1/1/2026 - 12/31/2028
Washington Borough	Thomas Dufner	Expired 3 year 1/1/2026 - 12/31/2028
Washington Borough	Paula Merrill	Expired 3 year 1/1/2026 - 12/31/2028

C. Roll Call - Mrs. Donnamarie Palmiere, Board Secretary/Business Administrator

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Alfred Coscia, Thomas Dufner, Molly Fraumeni, Jean Hansen, Erik Heller, Amy Kemp, Lisa Marshall, Paula Merrill and Corey Piasecki. Also present were Earl Clymer, Donnamarie Palmiere and Dennis Mack.

Pledge of Allegiance

D. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1

Please sign the code of ethics form.

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.

f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

i. I will support and protect school personnel in proper performance of their duties.

j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

E. NOMINATION FOR THE POSITION OF BOARD PRESIDENT

Motion by Mrs. Marshall, to nominate Alfred Coscia, for President of the Warren Hills Regional Board of Education.

No additional nominations for President

Motion by Mr. Piasecki to close the nominations for Alfred Coscia as President.

Second by Mrs. Kemp to close the nominations for Alfred Coscia as President.

Approval to Elect Alfred Coscia for Board President

MOTION: Corey Piasecki		SECOND: Amy Kemp		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

Newly elected President assumes chair

F. NOMINATION FOR THE POSITION OF BOARD VICE PRESIDENT

Motion by Mr. Piasecki, to nominate Amy Kemp, for Vice President of the Warren Hills Regional Board of Education.

No additional nominations for Vice President:

Motion by Mrs. Marshall to close the nominations for Amy Kemp as Vice President.

Second by Mrs. Merrill to close the nominations for Amy Kemp as Vice President.

Approval to Elect Amy Kemp as Board Vice President.

MOTION: Lisa Marshall		SECOND: Paula Merrill		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

Newly elected Vice President assumes chair

G. Board Reorganization Motions for the period ending December 31, 2026:

Motion by Mr. Piasecki and seconded by Mrs. Merrill to approve the Board Reorganization motions 1 to 4 as described below.

*1. Motion to approve the 2026 Warren Hills Regional Board of Education meeting calendar, as attached. Meetings to be held at the Board Office, Bowerstown Campus at 6:30 p.m. for Executive Session and 7:00 p.m. for Public Session.

*2. Motion to appoint Lisa Marshall as Delegate of the New Jersey School Boards Association.

*3. Motion to appoint Amy Kemp as Alternate Delegate to the New Jersey School Boards Association.

*4. Motion to appoint Paula Merrill as Delegate to the Warren County School Boards Association.

Approve Reorganization Motions

MOTION: Corey Piasecki		SECOND: Paula Merrill		
Name	Ayes	Nays	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

H. Executive Session- 6:43 p.m.

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*

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 by Mrs. Merrill and seconded by Mr. Piasecki to go into Executive Session at 6:43 p.m. with full board consent.

I. Reconvene: 7:10 p.m.

President’s Announcement: Adequate and electronic 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 and Washington. Also, an electronic notice of this meeting was posted on the WHRSD website.

Our Mission Statement

The Warren Hills Regional School District challenges and empowers a dynamic, diverse student body in a supportive learning environment by providing academic and co-curricular opportunities to become successful, productive members of the global community.

Approval of Board Minutes

- December 9, 2025 Regular and Executive Session Meetings and December 16, 2025 Executive Session Meeting.

Motion by Mrs. Fraumeni and seconded by Mrs. Hansen to approve the minutes of the December 9, 2025 Regular Meeting & Executive Session Meeting and the December 16, 2025 Executive Session Meeting.

MOTION: Molly Fraumeni		SECOND: Jean Hansen		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X		12/16/25	
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall			X	
Paula Merrill	X			
Corey Piasecki			X	

J. Communications – Mr. Earl C. Clymer, III, Superintendent of Schools
None

K. Student Liaison Report –None

L. Superintendent’s Report – Mr. Earl C. Clymer, III

FFA Recognition - Kaylie Pericari - FFA January Member of the Month by the State FFA

M. 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.

N. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	No Meeting Held	By Chair: Mrs. Kemp
Education, Policy & Technology	No Meeting Held	By Chair: Mrs. Marshall
Personnel & Student Activities	No Meeting Held	By Chair: Mrs. Fraumeni
Negotiations	No Meeting Held	By Chair: Mr. Dufner

No Committee meetings

O. Old Business

None

P. New Business

A motion was made by Mrs. Kemp and seconded by Mr. Piasecki to add the following resolution as *8. under Budget and Finance.

*8. Motion to approve the board hiring the search firm of 4M Consulting, LLC at a cost of \$9,775.00 for the purpose of conducting a superintendent search.

MOTION: Amy Kemp		SECOND: Corey Piasecki		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

Q. 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.

No Public Comment

R. ACTION ITEMS

I. PERSONNEL

Motion by Mrs. Fraumeni and seconded by Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions I. 1 to I.2 as amended and described below:

*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	Sarah Codd	Amend	Coach - Assistant Softball	\$3,544.50	HS	Start of Spring Season	End of Spring Season	50% of Tier 3 Step 4 (\$7,089.00)
2	Corrine Kaniewski	Amend	Coach - Assistant Softball	\$3,544.00	HS	Start of Spring Season	End of Spring Season	50% of Tier 3 Step 4 (\$7,089.00)
3	Laura Rice	Accept	Administrative Assistant to the School Business Administrator	\$74,567.00	District	06-30-26	07-01-26	Retirement

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
4	Thomas Sperduto	Accept	Substitute Driver	\$27.00/hr	District	01-06-26	01-06-26	Resignation
5	Grace DeMicco	Amend	Teacher	\$64,225.00 Pro-Rated	HS	On or about 01-31-26	06-30-26	Amending start date - Pending receipt of required paperwork

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	K Dennison	NJ English Supervisor's Round Table Winter Meeting	Drew University Madison NJ	Mileage	January 15, 2026 (Snow Date 01-22-2026)
2	K Dennison	NJ Social Studies Supervisor's Association Winter Meeting	West Windsor Plainsboro Board of Education West Windsor NJ	Mileage	January 30, 2026
3	H Apple K Dennison	IXL Live Administrator's User Group	New Brunswick Hyatt Regency New Brunswick NJ	Registration \$179 Each, Mileage	March 11, 2026

Approval of Personnel Motions

MOTION: Molly Frameni		SECOND: Lisa Marshall		
Name	Ayes	Nayes	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

II. EDUCATION AND POLICY

Motion by Mrs. Marshall and seconded by Mrs. Merrill to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.2, as amended and described below

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

MS –2025-2026 - None

HS – 2025-2026 - None

*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 Tyburczy	WHRHS	Transportation	WHRMS Students
2	L Weisenstein M Cuomo	Somerset Patriots Ballpark 1 Patriots Park Bridgewater NJ 08807	Tickets for Chaperones/drivers, Parking, Transportation	WHRHS AP & CP Probability & Statistics Classes
3	J Graf	Lenape Valley Regional HS 28 Stanhope Sparta Rd Stanhope NJ 07874	Transportation	WHRHS Jazz Ensemble
4	J Graf	Musikfest Cafe 101 Founders Way Bethlehem PA 18015	Transportation	WHRHS Jazz Ensemble
5	D Balas C Dock	NY Financial District 86 Trinity Place NY NY 10006	Transportation	DECA and Investing & Finance

Approval of Education & Policy Motions

MOTION: Lisa Marshall		SECOND: Paula Merrill		
Name	Ayes	Nays	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

III. BUDGET AND FINANCE

Motion by Mr. Piasecki and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 8 as amended and described below:

*1. The Warren Hills Regional Board of Education approves the November, 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 November, 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 December 10, 2025 through January 6, 2026, in the amount of \$3,619,612.69.

*3. Motion to approve Student Activities bill list for the period November 1, 2025 through November 30, 2025 in the amount of \$20,484.91.

*4. Motion to approve transfers in the amount of \$45,919.40 for the month of November, 2025.

*5. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #1817045299 commencing December 8, 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.

*6. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #4438547372 commencing December 16, 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.

*7. Be it resolved that upon the recommendation of the Board's Insurance Counsel and the Superintendent, the Warren Hills Regional School District Board of Education hereby approves the settlement agreement in the matter of EDS 09068-2025, regarding student 7743432046, and authorizes the Board President and Board Administration to take all necessary and appropriate steps to carry out this action.

*8. Motion to approve the board hiring the search firm of 4M Consulting, LLC at a cost of \$9,775.00 for the purpose of conducting a superintendent search.

Approval of Budget & Finance Motions

MOTION: Corey Piasecki		SECOND: Jean Hansen		
Name	Ayes	Nays	Abstain	Absent
Alfred Coscia	X			
Thomas Dufner	X			
Molly Fraumeni	X			
Jean Hansen	X			
Erik Heller	X			
Amy Kemp	X			
Lisa Marshall	X			
Paula Merrill	X			
Corey Piasecki	X			

S. Public Comment

None

U. Adjournment 7:20 p.m.

Approval to Adjourn

Motion by Mr. Piasecki and seconded by Mrs. Fraumeni to adjourn at 7:20 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary