

WARREN HILLS REGIONAL BOARD OF EDUCATION

March 24, 2026

5:45 p.m. – Executive Session

6:00 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- 5:45 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: 6:00 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

- February 17, 2026 Regular & Executive Session
- March 12, 2026 Executive Session
- March 17, 2026 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 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	February 18, 2026 February 24, 2026 March 13, 2026	By Chair: A. Kemp
Education, Policy & Technology	February 23, 2026 March 9, 2026 March 16, 2026	By Chair: L. Marshall
Personnel & Student Activities	March 18, 2026	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	Nicole Silvis	Approve	Teacher	\$1,550.00 per semester	MS	08-21-25	06-30-26	5th Prep
2	Nicolas Galka	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	06-30-26	Pending receipt of required documents
3	Matthew Schmidt	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	06-30-26	Pending receipt of required documents
4	Tonya Lewis	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	06-30-26	Pending receipt of required documents
5	Brooke Casella	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	06-30-26	Pending receipt of required documents
6	James DeFlumeri	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	06-30-26	Pending receipt of required documents
7	Grace Tirabassi	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	06-30-26	Pending receipt of required documents
8	Margaret Devine	Accept	Library/Media Specialist	\$103,275.00	HS	06-30-26	07-01-26	Retirement
9	Ellen Russak	Accept	Teacher	\$105,691.00	HS	02-01-27	02-01-27	Retirement
10	Ruben Moreno	Accept	Teacher	\$72,915.00	MS	03-13-26	03-13-26	Resignation
11	David Sbriscia	Approve	Coach - Head Coach Football	\$10,014.00	HS	Start of Season	End of season	Tier 1 Step 4; Pending receipt of required documents

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
12	Marshall Cuomo	Approve	Coach - Asst. Coach Football	\$7,865.00	HS	Start of Season	End of season	Tier 1 Step 4; Pending receipt of required documents
13	Lou Vanorskie	Approve	Coach - Asst. Coach Football	\$7,865.00	HS	Start of Season	End of season	Tier 1 Step 4; Pending receipt of required documents
14	Patrick Kablis	Approve	Coach - Asst Coach Football	\$7,865.00	HS	Start of Season	End of season	Tier 1 Step 4; Pending receipt of required documents
15	Madeline Call	Approve	Coach - Asst. Coach Field Hockey	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
16	Megan Thompson	Approve	Coach - Asst. Coach Field Hockey	\$5,607.00	HS	Start of Season	End of season	Tier 3 Step 3; Pending receipt of required documents
17	Thomas Dellaventura	Approve	Coach - Asst. Coach Boys Soccer	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
18	Christian Semenowitz	Approve	Coach - Asst. Coach Girls Soccer	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
19	Gloria Hrabovecky	Approve	Coach - Head Coach MS Boys Soccer	\$5,595.00	MS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
20	Sarah Codd	Approve	Coach - Head Coach MS Girls Soccer	\$5,595.00	MS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
21	Janessa Ternosky	Approve	Coach - Asst. Coach Volleyball	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
22	Caroline Lamport	Approve	Coach - Asst. Coach Volleyball	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
23	Craig Green	Approve	Coach - Head Coach Volleyball	\$5,595.00	MS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
24	Olivia Reiner	Approve	Coach - Asst. coach Cheer	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents
25	Julia Mueller	Approve	Coach - Asst. coach Cheer	\$7,089.00	HS	Start of Season	End of season	Tier 3 Step 4; Pending receipt of required documents

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
26	Stephanie Golda-Poirier	Approve	Color Guard	\$7,478.00	HS	Start of season	End of Season	Tier 2 Step 4; Pending receipt of required documents
27	Salvatore Montero	Approve	Asst. Band	\$3,739.00	HS	Start of season	End of Season	Tier 2 Step 4; 50% of Stipend; Pending receipt of required documents
28	Kayleigh Morpeth	Approve	Asst. Band	\$3,739.00	HS	Start of season	End of Season	Tier 2 Step 4; 50% of Stipend; Pending receipt of required documents
29	David Rader	Approve	Substitute Teacher	\$130.00/day	District	03-25-26	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	Marissa Padilla	Observation	10 hours	N/A	HS	03-25-26	04-17-26	Under the direction of East Stroudsburg University, C Kavcak, M Rowlin. Pending receipt of required documents

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	C Hough	Genesis User Group Meeting	Montville Library Montville NJ	Mileage	March 10, 2026
2	L Togno	NJ PBS American Revolution Local History	Monmouth Battlefield State Park 20 State Route 33 Manalapan NJ 07726	Mileage	March 31, 2026
3	K Eilenberger	RAD Basic Physical Defense Instructor Certification	Princeton Health Hamilton Area YMCA 1315 Whitehorse-Mercerville Rd Hamilton NJ 08619	N/A	April 27, 28, 29, 2026
4	M Mason	NJSBGA 2026 Conference/Expo	Harrah's Resort Atlantic City NJ	\$350 Registration, Mileage	March 22 to 25, 2026
5	T Zavacki	EDU Maker Summit 2026	Cannon School Campus Concord NC	\$250 Registration	April 9 - 13, 2026

6	J Maury	NJTESOL/NJBE Spring Conference	Hyatt Regency Hotel New Brunswick NJ	\$515 Registration, Mileage	May 20 and May 21, 2026
7	G Hrabovecky	NJTESOL/NJBE Spring Conference	Hyatt Regency Hotel New Brunswick NJ	\$390 Registration. Mileage	May 19, 2026
8	T Manfra	NJTESOL/NJBE Spring Conference	Hyatt Regency Hotel New Brunswick NJ	\$390 Registration, Mileage	May 19, 2026
9	L Kubbishun C Tyburczy H Ranalli E Biamonte S Toth C O'Neal M Thompson	WCSDA Meeting	Phillipsburg High School Statelinter Street Phillipsburg NJ 08865	Mileage	April 17, 2026

*4. WHEREAS, the School Business Administrator/Board of Education Secretary, Mrs. Donnamarie Palmiere, has notified the Board of Education by letter dated March 17, 2026, that she will be retiring effective, June 30, 2026; and
Whereas, the Board acknowledges receipt of this letter and accepts Mrs. Palmiere's notice of retirement.

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 #1552 - Sexual Harassment - Staff**
- P&R #2530 - Resource Materials**
- P&R #2535 - Library Materials**

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

MS –2025-2026 - 003, 004
 HS – 2025-2026 - 004

*3. Motion to approve the following revisions to the Board of Education Approved 2025-2026 School Year Calendar:

- School Closing Day - December 2, 2025 - Make-up Day - Friday, June 5, 2026
- School Closing Day - December 23, 2025 - Make-up Day - Monday, June 8, 2026
- School Closing Day - January 26, 2026 - Make-up Day - Tuesday, June 9, 2026
- School Closing Day - February 23, 2026 - Make-up Day - Wednesday, June 10, 2026
- Last day of school for students is Wednesday June 10, 2026 - 11:55 AM Dismissal
- Last day of school for Faculty & Staff is Thursday June 11, 2026

If additional make-up days are needed, the school year calendar will be revised at the discretion of the Board of Education.

*4. Motion to approve the 2026-2027 School Year Calendar as recommended by the Education & Policy Committee and the Superintendent.

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	N Ehasz M McGann C Yanoff	Lifetown 10 Microlab Road Livingston NJ 07029	Transportation	WHRSD MD/AU Classes
2	J Solecitto K Morpeth K Sbriscia	WCCSE Chess Tournament Belvidere High School 809 Oxford St Belvidere NJ 07823	Transportation	WHRMS Gifted & Talented
3	P Smith	Mercer County Community College 1200 Old Trenton Rd W Windsor NJ	Transportation	WHRHS FFA

Code	Requested by:	Trip	Board of Education Cost	Discussion
4	S Reichard N Silvis	NJASC Spring Award Program Six Flags Great Adventure 1 Six Flags Blvd Jackson Township NJ 08527	Transportation	WHRMS & WHRHS Student Council
5	D Rokosny B Shah	Annual Human Rights Conference Kean University 1000 Morris Ave Union NJ	Transportation	Human Rights (Earth Rights)
6	L Small C Hickerson C Mendez	Moravian University 1130 Monocacy St Bethlehem PA 18018	Transportation	First Generation College Students
7	J Solecitto A Best J Ternosky L Muroski	Gateway National Park Recreation Area Sandy Hook Highlands NJ	Transportation	Gifted and Talented
8	R Smola C Green	Rider University 2083 Lawrenceville Rd Lawrence Twp NJ 08648	Transportation	WHRHS Softball

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 January, 2026 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 January, 2026; 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 February 18, 2026 through March 24, 2026, in the amount of \$4,244,297.27.

*3. Motion to approve Student Activities bill list for the period January 1, 2026 through January 31, 2026 in the amount of \$19,924.69

*4. Motion to approve transfers in the amount of \$505,162.69 for the month of January, 2026.

*5. Motion to approve an Agreement for Related Services and other Ancillary Services with Sussex County Educational Services Commission for the 2026-2027 school year per attached rates.

*6. Motion to approve the Resolution for Participation in Coordinated Transportation with Warren County Special Services School District for 2026-2027 school year with an administrative fee of 5.0 percent.

*7. Motion to approve Education Program Agreement with UHS of Doylestown LLC dba Foundations Behavioral Health for tutoring services for Student #8052602642 for period of November 10, 2025 until February 25, 2026 at the rate of \$56.00 an hour.

*8. Motion to approve an agreement with Frontline Education for Applicant Tracking and Proactive Recruiting software subscription as follows:

2025-2026 school year – One-Time Implementation Fee:	\$ 3,562.50
<u>2026-2027 school year – Annual Subscription Fee:</u>	<u>\$ 6,835.80</u>
Total Cost	\$10,398.30

*9. Motion to accept the FFA FY 2026 Case Grant in the amount of \$2,626.23.

*10. Motion to approve submission of New Jersey Learning High Impact Tutoring Cohort 3 Competitive Grant.

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

*12. **BE IT RESOLVED** that the tentative budget be approved for the 2026-2027 school year using the 2026-2027 state aid figures and the Secretary to the Board of Education be

authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2026-2027 Total Expenditures	\$41,128,111	\$548,357	\$1,725,732	\$43,402,200
Less: Anticipated Revenues	\$14,827,215	\$548,357	\$0	\$15,375,572
Taxes to be Raised	\$26,300,896	\$0	\$1,725,732	\$28,026,628

And to advertise said tentative budget on the district website:

[Public Notices - Warren Hills Regional School District](#)

<https://www.warrenhills.org/board-of-education/public-notice>

in accordance with the form suggested by the State Department of Education and according to law;

And a public hearing on the budget for the 2026-2027 school year will be held on April 28, 2026 at 7:00 PM at the Warren Hills Regional Board of Education Administration Building located at 89 Bowerstown Road, Washington, NJ 07882.

MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$50,000.00 for the 2026-2027 school year. The maximum travel expenditure amount for the 2025-2026 is \$50,000.00, of which, \$14,948.82 has been spent and \$4,107.93 is encumbered to date.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, in accordance with N.J.S.A. 18A:19-1, that for the 2026-2027 school year the annual maximum for regular business travel shall be \$1,500 per employee

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

CAPITAL RESERVE

BE IT FURTHER RESOLVED, that the Board of Education approves the following Capital Reserve Account Withdrawal for the 2026-2027 budget:

MS Fire Alarm Panel Upgrade	Middle School	\$500,000
High School Gym & Aux Gym Painting and Floor Refinish	High School	\$120,000
Concrete work/repairs	High School & Middle School	\$75,000
Parking Lots	High School & Middle School	\$250,000

High School Roof Replacement	High School	\$500,000
Ramp Replacement Admin Building	Admin Building	\$200,000

BE IT FURTHER RESOLVED, in accordance with N.J.A.C. 6A:23A-5.2 and N.J.A.C. 6A-9.3 (c)14, the maximum dollar limit for public relations and professional services of: \$20,000 for printing services, \$147,500 for legal services, \$53,000 for auditing services, \$25,000 for Architect of Record services and \$7,600 for professional services related to public relations for the 2026-2027 school year.

Further approve, in accordance with N.J.A.C. 6A:23A-5.8, the dollar threshold for awards to recognize special accomplishments at \$35.00 per student for the 2026-2027 school year.

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. Motion to appoint Jean Hansen as Acting Board Secretary for the Second 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				
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Q. Second Executive Session

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:

6) *Matters rendered confidential by Federal Law, State Law, or Court Rule*

7) *Personnel Matters*

8) *Matters of Attorney/Client Privilege*

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.

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				

R. 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