

WARREN HILLS REGIONAL BOARD OF EDUCATION

September 1, 2026

6:30 p.m. – Executive Session

7:15 p.m. Regular Meeting

A. Call to Order – Alfred Coscia, President

B. Roll Call - Stephen Frost, Interim 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:
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D. Reconvene: 7:15 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 18, 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 – Dr. Nicholas Diaz, Superintendent of Schools

F. Student Liaison Report –

G. Superintendent’s Report – Dr. Nicholas Diaz

H. Presenter(s):

I. Goals:

Warren Hills Regional School District Goals/Priorities for 2026-2027 School Year

1. Student Achievement & College, Career, and Life Readiness

Graduation: Increase the district’s four-year graduation rate for the Class of 2027 by at least 3 percentage points over the prior year’s reported rate, as measured by the official New Jersey Department of Education graduation data.

2. Organizational Excellence & Continuous Improvement

Facilities: By June 2027, complete a comprehensive review of district facilities and develop a prioritized multi-year facilities improvement plan identifying needs, timelines, priorities, and potential funding strategies.

3. Professional Growth & Instructional Excellence

Professional Learning System: By June 2027, develop and implement a districtwide multi-year professional learning framework that incorporates staff input, differentiated learning opportunities, follow-up support, and evidence of implementation in instructional practice.

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	No meeting held	By Chair: A. Kemp
Education, Policy & Technology	8/31/26	By Chair: L. Marshall
Personnel & Student Activities	8/27/26	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	Kevin Horn	Approve	Leave Replacement Teacher	\$373.71/day	HS	08-24-26	On or about 10-16-26	MA+15 Step 1 - Pending receipt of required paperwork
2	Cynthia Bamford	Approve	Leave Replacement Teacher	\$398.41/day	District	09-01-26	10-14-26	MA Step 8 - Pending receipt of required documents
3	Kayla Rieben	Approve	Custodian - Part Time	\$20,166.50	District	09-01-26	06-30-27	Part time Step 2 - 0.5 FTE - Pending receipt of required documents Replacing J Henderson
4	Philip Walker	Approve	Grounds Lead	\$5,000.00 Prorated	District	09-01-26	06-30-27	
5	Linda Brigode-Katstra	Approve	School Nurse	\$87,061.00	MS	09-15-26	On or about 09-30-26	Extend Transfer to MS
6	Karyn Poncin-McGrory	Approve	Paraprofessional	\$30.87/hr	District	08-25-26	06-30-27	Aide - BA Step 2 (Inadvertently left off Original Paraprofessional Listing approved in May)
7	Christopher Kavcak	Approve	Chief Academic Officer	\$163,000.00	District	On or about 10-01-26	06-30-27	New Position/ Replacement Supervisor Position
8	Rebecca Brandt-Philippe	Approve	Facilities Secretary	\$69,831.00 Prorated	District	09-01-26	06-30-27	Transfer from Personnel/ Payroll Specialist
9	Kelly Hayes	Approve	Personnel/ Payroll Specialist	\$60,000.00 Prorated	District	09-01-26	06-30-27	Transfer from PT Facilities Secretary to FT Personnel/ Payroll Specialist
10	Vittoria Cicen	Approve	Advisor - HS Yearbook - 50%	\$3,167.25 - 50%	HS	08-24-26	06-11-27	Tier 1 - 50% of \$6,334.50 = \$4223 Yearbook Advisor plus \$2111.50 Yearbook Asst Positions for the 2026–2027 school

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
								year only. This allocation is not precedent-setting.
11	Jennifer Russell	Approve	Advisor - HS Yearbook - 50%	\$3,167.25 - 50%	HS	08-24-26	06-11-27	Tier 1 - 50% of \$6,334.50 = \$4223 Yearbook Advisor plus \$2111.50 Yearbook Asst Positions for the 2026-2027 school year only. This allocation is not precedent-setting.
12	Theresa Wilson	Approve	Advisor - HS Horizons	\$3,399.00	HS	08-24-26	06-11-27	Tier 3
13	Timothy Zavacki	Approve	Coach - Assistant Coach Robotics	\$5,929.00	HS	08-24-26	06-11-27	Tier 4 - Step 4
14	Cedric Hickerson	Approve	Advisor - HS Junior Class	\$3,399.00	HS	08-24-26	06-11-27	Tier 3
15	Christine Tyburczy	Approve	Advisor - Peer Leadership	\$2,987.00	MS	08-24-26	06-11-27	Tier 4
16	Kenneth Kurpat	Approve	Mentor	\$500.00 - Prorated	HS	08-24-26	On or about 12-23-26	Mentee = Antonio Tenasse (Leave Replacement)
17	Kenneth Kurpat	Approve	Advisor - Fall Weight Room	\$2,500.00	HS	08-24-26	11-20-26	Flat Stipend
18	Madelyn Morgan	Approve	Substitute Teacher	\$130.00/day	District	08-26-26	06-30-27	Pending receipt of required paperwork
19	Jared Best	Approve	Substitute Custodian	\$20.00/hour	District	09-02-26	06-30-27	Pending receipt of required documents
20	Samantha Ortiz	Approve	Substitute School Nurse	\$250.00/day	District	09-02-26	06-30-27	Pending receipt of required documents
21	Megan Sliker	Approve	Chaperone	N/A	District	09-02-26	06-30-27	Parent Chaperone for all FFA Functions for 2026-2027 School Year - Pending Receipt of required documents
22	Kristen Chiara	Approve	Advisor - HS Newspaper	\$4,223.00	HS	08-24-26	06-11-27	Tier 1

*2. Motion to approve following Substitute Rates for 2026-2027 School Year:

Position	Rate
Substitute Teacher	\$130 per day
Substitute Secretary	\$20 per hour
Substitute Nurse	\$250 per day
Substitute Custodian	\$20 per hour
Substitute Security	\$20 per hour
Substitute Drivers	\$28 per hour

*3. 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	Anthony Bonelli	Volunteer - Boys Basketball	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
2	Vincent diMaio	Volunteer - Marching Band	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
3	Ashley Golden	Volunteer - Marching Band	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
4	William Lyons	Volunteer - Boys Basketball	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
5	Nicole Silvis	Volunteer - Spring Track	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
6	Antonio Tenasse	Volunteer - Football	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
7	Jonathan Wood	Volunteer - Marching Band	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
8	Darryl Wright	Volunteer - Baseball	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation
9	Kyle Wulff	Volunteer - Wrestling	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation

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

Code	Name	Title	Location	Cost/Mileage	Date & Discussion
1	P Smith	NJ Office of Food, Agriculture & Natural Resources Education Fall Teacher Conference	Rutgers Eco Complex 1200 Florence Columbus Road Fieldsboro NJ 08505	Mileage	September 25, 2026
2	L Muroski	WC Consortium for Student Enrichment	WHRSD District Office	N/A	September 15, 2026

*5. Motion to approve the following Job Descriptions:

[Chief Academic Officer](#)
[Lead Grounds Person](#)

*6. Motion to approve the following medical / maternity leave of absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without benefits	Return Date	Discussion
1	52952009	Medical Leave of Absence	Teacher	HS	08-24-26	83	N/A	N/A	N/A	On or about 1/4/27	

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:

1. 0162.01 Legal Notices — B (M)
2. 1230 Superintendent's Duties — P (M)
3. 1643 Family Leave — P (M)
4. 2200 Curriculum — P (M)
5. 2200 Curriculum Content — R (M)
6. 2260 Equity in School and Classroom Practices — P (M)
7. 2411 Career Education and Academic Counseling — P (M)
8. 2411 Guidance Counseling — R (M)
9. 2460.30 Additional/Compensatory Special Education and Related Services — R (M)
10. 5111.13 Eligibility of Resident/Nonresident Students – Choice School District — P & R (M)
11. 5111.4 Admissions for Vocational Schools — P (M)
12. 5460 High School Graduation — P (M)
13. 5461 High School Diplomas — P (M)
14. 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities — P (M)
15. 6112 Reimbursement of Federal and Other Grant Expenditures — P (M)
16. 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs — R (M)
17. 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures — P (M)
18. 6311 Contracts for Goods or Services Funded by Federal Grants — P (M)
19. 8561 Procurement Procedures for School Nutrition Programs — P (M)

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

MS –2026-2027 - None

HS – 2026-2027 - 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	K Wanamaker Z Fisher A Kaluzny	Moorestown High School 350 Bridgeboro Rd Moorestown NJ 08057	Transportation	Wrestling Dual Meet Tournament Competition
2	K Wanamaker Z Fisher A Kaluzny	Jim Whelan Boardwalk Hall 2301 Boardwalk Atlantic City	Transportation	Wrestling State Tournament Competition
3	K Wanamaker Z Fisher	Bob Carpenter Center University of Delaware 631 S College Ave Newark DE 19716		Elite Level Wrestling Tournament

Code	Requested by:	Trip	Board of Education Cost	Discussion
4	P Smith	Newark Airport Newark NJ	Transportation	FFA - National FFA Convention Indianapolis Indiana
5	P Smith	Mercer County Community College West Windsor Campus	Transportation	FFA
6	T Wilson D Rokosny	Sheraton NY Times Square 811 7th Ave New York NY 10019	Transportation	Debate Team - Model UN
7	S Montero	WC Emergency Services & 9/11 Memorial 1024 Route 57 Washington NJ	Transportation	WHRHS Select Choir
8	S Montero	Shea Center for PERforming Arts 300 Pompton Rd Wayne NJ 07470	Transportation	WHRHS Select Choir
9	V Cicen J Russell	North Brunswick Twp HS 98 Raider Rd North Brunswick NJ 08902	Transportation	WHRHS Yearbook

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. Motion to approve the bill list for the period August 19, 2026 through August 30, 2026 in the amount of \$541,409.19.
2. Motion to approve Student Activities bill list for the period August 1, 2026 through August 31, 2026 in the amount of \$1,870.56
3. Motion to approve the Tuition Contract Agreement with Warren County Technical School for 61 regular and special students for the 2026-27 school year in the amount of \$2,750.00 for tuition per pupil, less prior year adjustment in the amount of (\$75,276).

4. Motion to accept Grants for Growing in the amount of \$5,000 from the National FFA Foundation.

5. Motion to accept Athletics Sponsorship in the amount of \$2,250 from Toyota World.

6. Motion to approve Gianforcaro Architects & Engineers to submit the project application and all supporting information to the New Jersey Department of Education for the future referendum projects at the Warren Hills High School and the Warren Hills Middle School. The Board also approves and/all changes that are required to revise the Long Range Facility Plan

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