

WARREN HILLS REGIONAL BOARD OF EDUCATION

October 13, 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		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:

Pledge of Allegiance

Approval of Board Minutes

- September 22, 2026 Regular & Executive Session Meetings

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

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.

E. Communications – Dr. Nicholas Diaz, Superintendent of Schools

F. Student Liaison Report – Thanh Mai McAuley, WHRHS

G. Superintendent's Report – Dr. Nicholas Diaz

H. Presenter(s): 2025-26 NJGPA & NJSLA Report - Chris Kavcak, Chief Academic Officer, Heather Apple & Amanda Brown, Curriculum Supervisors

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 2026-2027:

1. Provide support to the administration, faculty, and staff in their efforts to improve student achievement and college, career, and life readiness, with particular emphasis on increasing the district's four-year graduation rate.
2. Support the administration in conducting a comprehensive review of district facilities and developing a prioritized, fiscally responsible multi-year facilities improvement plan that addresses the long-term needs of the district.
3. Provide support to the administration, faculty, and staff in the development and implementation of a districtwide professional learning framework that promotes professional growth, instructional excellence, and improved outcomes for students.

J. Committee Reports

Committee	Date	Discussion
Finance, Facilities & Transportation	October 5, 2026	By Chair: A. Kemp
Education, Policy & Technology	No meeting held	By Chair: L. Marshall
Personnel & Student Activities	October 7, 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	Michelle Conaboy	Approve	Secretary	\$50,076.00 / Pro-Rated	HS	12-01-26	06-30-27	Step 9 - Pending receipt of required documents
2	Michelle Conaboy	Accept	Secretary	\$27,542.00	HS	11-20-26	11-20-26	Resignation from Part-Time Athletic Secretary Position
3	Michelle Conaboy	Approve	Secretary	\$26.57/hr	HS	11-23-26	11-30-26	Training/shadow - Not to exceed 30 hours with Submission of Time Sheet
4	LisaMarie Tomaro	Approve	Paraprofessional	\$26.86/hr	District	On or about 09-23-26	06-30-27	Amending 26-27 hourly rate
5	James Kramer	Approve	Interim Principal	\$575.00/day	HS	10-16-26	06-30-27 or sooner if a permanent candidate is found	Pending receipt of required documents
6	Christopher Heagele	Approve	School Business Administrator	\$185,000 / Pro-rated	District	1-1-27	06-30-27	Pending approval of Warren County Superintendent's Office. Pending receipt of required documents.
7	Renee Smola	Approve	Coach - Head Coach Girls Basketball	\$5,905.00	MS	Start of Season	End of Season	Tier 2
8	Amanda Pryslak	Approve	Coach - Head Coach Bowling	\$7,434.00	HS	Start of Season	End of Season	Tier 4 Step 4
9	MaryKaye Bartek	Approve	Teacher	\$1,550.00 per semester	MS	08-24-26	06-30-27	5th Prep - Semester 1
10	Stephanie Golda-Poirier	Approve	Drama Club Assistant - MS	\$2,111.50	MS	08-24-26	06-30-27	Tier 1 - 50% of Stipend
11	Toni Manfra	Approve	Coach - Unified Bowling	\$3,717.00	HS	Start of Season	End of Season	Tier 4 Step 4 - 50% of Stipend

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
12	Patricia Smith	Approve	Head Coach - FFA	\$9,498.00	HS	08-24-26	06-11-27	Tier 2, Step 4 - Position moved to the Coach Guide - Rescinding Advisor Approval from 8-18-26 BOE meeting
13	Mark Smith	Approve	Head Coach - Archery	\$7,434.00	HS	08-24-26	06-11-27	Tier 4, Step 4 - Position moved to the Coach Guide - Rescinding Advisor Approval from 8-18-26 BOE meeting
14	Nancy Smith	Approve	Substitute Bus Driver	\$28.00 per hour	District	10-14-26	06-30-27	Pending receipt of required documents
15	Pathoumvan Bennett	Approve	Substitute Teacher	\$130.00/day	District	10-14-26	06-30-27	Pending receipt of required documents
16	Mark Serven	Approve	Substitute Teacher	\$130.00/day	District	10-14-26	06-30-27	Pending receipt of required documents
17	Emily Fazzino	Approve	Substitute Teacher	\$130.00/day	District	10-14-26	06-30-27	Pending receipt of required documents
18	Michael Howey	Approve	Substitute Teacher	\$130.00/day	District	10-14-26	06-30-27	Pending receipt of required documents
19	Vanessa Dixon	Approve	Substitute Teacher	\$130.00/day	District	10-14-26	06-30-27	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	Taiwo Adetula	Volunteer - Boys Wrestling	N/A	N/A	District	Start of Season	End of Season	Pending mandated training, documentation

*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 NJ	N/A	November 10, 2026
2	L Ross	NJ Council for History Education Conference	Princeton University Princeton NJ	\$95 Registration, Mileage	December 4, 2026
3	T Jaw	Genesis SIS User Group Meeting	Montville Twp Public Library Montville NJ	Mileage	November 10, 2026
4	A Brown	NJ Music & Arts Administrators Meeting	Rutgers Club Piscataway NJ	Mileage	October 2, 2026

5	A Brown	NJ Music & Arts Administrators Meeting	Rutgers Club Piscataway NJ	Mileage	December 4, 2026
6	A Brown	NJ Music & Arts Administrators Meeting	Rutgers Club Piscataway NJ	Mileage	February 5, 2027
7	V Cicen J Russell	Jostens Yearbook Training & Workshop	Starbucks Parsippany NJ	Mileage	October 29, 2026
8	N Diaz	NJALAS Conference 2026	Kean University Union NJ	\$125 Registration, Mileage	November 13, 2026
9	L Brigode-Katstra K Sbriscia	Warren County School Nurse Assoc Columbus Day Training Workshop - CareNet	Mountain Villa School 1686 Route 517 Allamuchy NJ	Mileage	October 12, 2026
10	A Slack	2027 Archery Eastern Nationals	Louisville KY	Mileage, Meals	May 5 to May 8, 2027
11	E Renfors	NJAGC Sharefest - Conference for NJ Gifted Educators	Cook Student Center Rutgers University N Brunswick NJ 08901	Mileage	October 13, 2026

*4. 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	68477405	Medical	Teacher	MS	On or about 11/19/26	23	N/A	N/A	N/A	On or about 01-04-27	
2	52965324	Medical	Teacher	MS	On or about 10/26/26	39	N/A	N/A	N/A	On or about 01-04-27	
3	53006722	Medical	Teacher	HS	8/24/26	49	N/A	N/A	N/A	On or about 11-02-26	Updated Return Date

* 5. Motion to approve the revised [Warren Hills Regional School District Organizational Chart](#), as presented, effective October 14, 2026.

*6. Resolved, upon the recommendation of the Superintendent that Employee ID #90654278 is terminated effective immediately.

Approval of Personnel Motions

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
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:

- [**P0143 - BOARD MEMBER ELECTION AND APPOINTMENT \(New Policy\)**](#)
- [**P9181 ATHLETIC AND CO-CURRICULAR ACTIVITY VOLUNTEERS \(Updated Policy\)**](#)
 - [**Strikethrough Version of P9181**](#)

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

MS –2026-2027 - 002 (MS Case #007), 003 (MS Case #008)
 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	C Kavcak	Skilled Trades & Apprenticeship Fair Mt Olive High School Mt Olive NJ	Transportation	WHRSD Students
2	R Smola C Green N Ehasz	Farmview Golf Center 15 East Avenue Hackettstown NJ	Golf Fee & Lunch, Transportation	Buddies PE
3	L Small C Hickerson	Warren County Community College Washington Campus & Phillipsburg Campus	Transportation	First Generation College Students

*4. Motion to approve the Memorandum of Understanding between Warren County Community College and education for the 2026-2027 School Year.

- *5. Motion to approve the Nursing Service Plan for 2026-2026 School Year.

Approval of Education & Policy Motions

MOTION:		SECOND		
Name	Ayes	Nays	Abstain	Absent
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 September 23, 2026 through October 13, 2026 in the amount of \$2,387,272.87.
2. Motion to approve Student Activities bill list for the period September 1, 2026 through September 30, 2026 in the amount of \$3,473.21
3. Motion to approve Cafeteria bill list for the period July 1, 2026 through September 30, 2026 in the amount of \$23,288.48
4. Motion to approve a Tuition Contract with Washington Borough School District and to accept the following student for the 2026-2027 regular school year:

Student	Program	Tuition Amount	Para Costs	Effective
5700970721	ERIC Program	\$22,500.00		8/31/26 – 6/30/27

5. Motion to accept donation in the amount of \$2,000 from the NJ FFA Foundation to support the costs of the National FFA Convention.
6. Motion to approve Home/Bedside Instruction Tuition Agreement with LearnWell for SID #5220240872 commencing October 1, 2026 through on/about November 2, 2026, at the rate of \$66.25/hr for a total of 10 hours per week.

Approval of Budget & Finance Motions

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
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
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:
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*Roll Call