

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**January 5, 2021**

**6:30 p.m. – Regular Session**

**6:50 p.m. – Executive Session**

**7:00 p.m. Regular Meeting**

Due to the COVID-19 health crisis, this meeting of the Board of Education will not be physically open to the public. This is to ensure we follow best practices for social distancing. The board meeting will be live-streamed to the public via Zoom (<https://zoom.us>). The link to the meeting will be posted on the District’s website. The link can also be found within the posted agenda for this meeting, which is on the District’s website. During the meeting, an announcement will be made for any members of the public that wish to participate. At that time, type a question/comment into the chat feature of Zoom. All participants must provide their name and address, and your comment and/or question will be included in the Board’s public record of the meeting, just as it would for a standard Board meeting and will be read aloud by the Board Secretary. Electronic notice of this meeting was posted on the district website.

Join Zoom Meeting

<https://us02web.zoom.us/j/89305216295?pwd=eVJocVZtd3drLzB3YXAzRGsxZ1FUdz09>

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

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

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Joseph Bodenschatz, Christopher Cannavo, Christopher Hamler, Lisa Marshall, Christine Pi, Corey Piasecki, Sam Knutson and Eric Walls. Also present were Earl Clymer, Dennis Mack, Dawn Moore and Donnamarie Palmiere.

**C. Oath of Office to be administered to the newly elected and re-elected Board of Education members by Board Secretary:**

<b>DISTRICT</b>	<b>NAME</b>	<b>TERM</b>
Washington Township	Lisa Marshall	1/1/21-12/31/2024
Washington Borough	Christopher Cannavo	1/1/21-12/31/2024
Franklin Township	Christopher Hamler	1/1/21-12/31/2024
Mansfield Township	Corey Piasecki	1/1/21-12/31/2024

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

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 Mr. Hamler to nominate **Mr. Piasecki**, for **President** of the Warren Hills Regional Board of Education.

There are no other nominations.

Motion by Mr. Cannavo and seconded by Mr. Hamler to close the nominations for President of the Warren Hills Regional Board of Education.

Approval to Elect Board President

Motion made by Mrs. Marshall and seconded by Mr. Hamler to elect **Corey Piasecki** as President of the Warren Hills Regional Board of Education.

MOTION: Lisa Marshall		SECOND: Chris Hamler		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Corey Piasecki	X			
Christopher Hamler	X			

Newly elected President assumes chair

**F. NOMINATION FOR THE POSITION OF BOARD VICE PRESIDENT**

Motion by Mrs. Marshall to nominate **Christopher Cannavo** for **Vice President** of the Warren Hills Regional Board of Education.

There are no other nominations.

Motion by Mrs. Marshall and seconded by Mr. Hamler to close the nominations for Vice President of the Warren Hills Regional Board of Education.

Approval to Elect Board Vice President

Motion by Mrs. Marshall and seconded by Mr. Hamler to elect **Christopher Cannavo** as Vice President of the Warren Hills Regional Board of Education.

MOTION: Lisa Marshall		SECOND: Chris Hamler		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Corey Piasecki	X			
Christopher Hamler	X			

Newly elected Vice President assumes chair

**G. Executive Session- 6:50**

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 Mr. Cannavo and seconded by Mrs. Marshall to go into Executive Session at 6:50 p.m. with full board consent.

**H. Reconvene: 7:52 p.m.**

Approval to Reconvene

Motion by Mr. Cannavo and seconded by Mrs. Marshall to go into Open Session at 7:52 p.m. with full board consent.

**I. Board Reorganization Motions for the period ending June 30, 2021:**

Motion by Mr. Cannavo and seconded by Mr. Hamler to approve Reorganization Motions #1-4 as described below:

\*1. Motion to approve the 2021 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 regular session.

\*2. Motion by Mr. Cannavo and seconded Mr. Hamler to appoint **Lisa Marshall** as Delegate of the New Jersey School Boards Association.

\*3. Motion by Mr. Cannavo and seconded by Mr. Hamler to appoint **Scott Bodenschatz** as Alternate Delegate to the New Jersey School Boards Association.

\*4. Motion by Mrs. Marshall and seconded by Mr. Cannavo to appoint **Chris Cannavo** as Delegate to the Warren County School Boards Association.

Approve Reorganization Motions

MOTION: Chris Cannavo		SECOND: Chris Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Corey Piasecki	X			
Christopher Hamler	X			

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.

Pledge of Allegiance

Approval of Board Minutes

- December 8, 2020 Regular, Executive Session #1 and Executive Session #2

Motion by Mrs. Marshall and seconded by Mr. Hamler to approve the minutes of the December 8, 2020, Regular meeting and Executive Session #1 and Executive Session #2.

MOTION: Lisa Marshall		SECOND: Chris Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Christopher Hamler	X			
Corey Piasecki	X			

**J. Communications** – Mr. Earl C. Clymer, III, Superintendent of Schools

A letter was received from Oxford Board of Education requesting a meeting be scheduled. Two emails were received late this afternoon regarding cheer coaches.

**K. Superintendent's Report** – Mr. Earl C. Clymer, III

- Mr. Clymer reported that on January 13<sup>th</sup>, the district is scheduled for it's annual mid-year budget review.
- Winter sports season II begins on January 11<sup>th</sup>. Skylands Conference is working on a plan to give senior parents 2 tickets per event to attend their child's games. The district is also looking at extending that same courtesy to some of the clubs, like robotics and drama club.
- Master schedule for 21-22 school year will begin soon.
- Counselors will begin meeting with students for next year schedules.
- Mr. Clymer will be sending out weekly updates on COVID cases.

**L. Presenter(s):**

None

**M. Goals:**

**Warren Hills Board of Education District Goals 2020-2021**

1. Implement and support strategies to improve student achievement for ALL students, including but not limited to, Advanced Placement, Vocational Education, Gifted & Talented, General Education and Special Education through course offerings, 1:1 technology Initiative and enhanced PLC's.
2. Establish the Focus for Diversity Group to review, revise and implement best practices related to racial equity by forming subcommittees to review current hiring practices, district curriculum and policy.
3. Ensure effective communication with the School Community prior to, during and following the 2020-21 school year as it pertains to the reopening of schools and Remote & Hybrid Learning during the pandemic.

Goal #3 - continued communication regarding the pandemic and updates on COVID cases.

**Warren Hills Board of Education Board Goal for 2020-2021**

1. Provide support to the administration, faculty and staff in the pursuit and achievement of the district goals.

Goal #1 – On a daily basis the board continues to provide the administration, faculty and staff the support that is needed.

**N. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	No meeting held	By Chair: Mr. Hamler
Education & Policy	No meeting held	By Chair: Mr. Piasecki
Personnel & Student Activities	December 30, 2020	By Chair: Mr. Bodenschatz
Technology	No meeting held	By Chair: Mr. Walls
Negotiations	December 10, 2020	By Chair: Mr. Cannavo
AD Hoc Reopening	No meeting held	By Chair: Mr. Clymer
Focus Group for Diversity	No meeting held	By Chair: Mr. Clymer

Mr. Bodenschatz reported that the Personnel & Student Activities committee met. Personnel was discussed in executive session and Mr. Clymer reported on Student Activities in his Superintendent Report.

Mr. Cannavo reported that negotiations met and was discussed in executive session and will be meeting with the WHREA in a few weeks.

**O. Old Business**

- Oxford students participating in middle school sports

**P. New Business**

None

**Q. Public Comment – concerning action items.**

Public comment shall be governed by the Board of Education Bylaw 0167. 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 uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other

person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

Mrs. Knittel stated that there was confusion as to the start time of the regular meeting which stated 7:00 on the agenda and she missed that part of the meeting. Mr. Clymer reviewed what went on during that time.

**R. ACTION ITEMS**

**I. PERSONNEL**

Mr. Clymer administratively withdrew # 5 Code 2 and #6.

Mrs. Marshall made a motion seconded by Mr. Hamler to add the following resolution as new #6:

Motion to give authority to Mr. Clymer, Superintendent of Schools, to appoint testing coordinators at the High School and Middle School to be approved at the following Board of Education meeting without prejudice.

MOTION: Lisa Marshall		SECOND: Chris Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Corey Piasecki	X			
Christopher Hamler	X			

Motion by Mr. Cannavo and seconded by Mr. Hamler to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.6 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	Sherry Anderson	Accept	English Teacher	\$82,370	Middle School	2/1/21	2/1/21	Disability Retirement
2	Janine Horber	Approve	Leave Replacement English Teacher	\$57,495, prorated	Middle School	2/1/21	6/30/21	Replaces 52870581
3	Lorraine Morris	Approve	Testing Consultant	\$300 per evaluation	District	1/6/21	6/30/21	N/A

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
4	John Novack	Approve	Substitute Teacher	\$90/day	District	1/6/21	6/30/21	All paperwork complete & on file
5	Hunter Page	Approve	Substitute Teacher	\$90/day	District	1/6/21	6/30/21	Pending receipt of all required paperwork

\*2. 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	82724428	Maternity / FMLA	Guidance Counselor	High School	On or about 3/22/21	46	On or about 6/1/21	On or about 6/1/21	N/A	On or about 11/1/21	N/A
2	94283835	Maternity / FMLA	English Teacher	Middle School	On or about 4/02/21	7	On or about 4/19/21	On or about 4/19/21	N/A	2021-2022 school year	N/A

\*3. Motion to approve the following teacher mentors and stipends for the 2020-2021 school year

Mentor First Name	Mentor Last Name	Position	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
Tara	Paulus	New Teacher Mentor	\$440 Prorated	Middle School	12/14/20	12/14/21	Mentoring <b>Caroline Lamport ELA</b>

\*4. Resolved, upon the recommendation of the Superintendent that the Board of Education appoints the following coaches for the Winter, 2020-21 athletic season;

Be it further resolved, that said appointment is contingent on there being a regular athletic season in light of the current COVID-19 pandemic:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Meghan McGeehan	Approve	Head Girls Basketball Coach	\$9,221.00	High School	1/6/21	End of Season	Tier 2, Step 4
2	Michael Howey	Approve	Assistant Basketball Coach	\$7,260.00	High School	1/6/21	End of Season	Tier 2, Step 4
3	Joseph Blackford	Approve	Assistant Basketball Coach	\$7,260.00	High School	1/6/21	End of Season	Tier 2, Step 4

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
4	Megan Bublitz	Approve	Assistant Girls Basketball Coach	\$5,756.00	High School	1/6/21	End of Season	Tier 2, Step 3
5	Renee Smola	Approve	Head Girls Basketball Coach	\$5,733.00	Middle School	1/6/21	End of Season	Tier 2, Step 4
6	Joseph Bamford	Approve	Head Boys Basketball Coach	\$6,977.00	High School	1/6/21	End of Season	Tier 2, Step 2
7	Stephen Jost	Approve	Assistant Boys Basketball Coach	\$7,260.00	High School	1/6/21	End of Season	Tier 2, Step 4
8	David Lance	Approve	Assistant Boys Basketball Coach	\$5,756.00	High School	1/6/21	End of Season	Tier 2, Step 3
9	Eric Herner	Approve	Assistant Boys Basketball Co-Coach	\$2,574.00	High School	1/6/21	End of Season	Tier 2, Step 2
10	William Lyons	Approve	Assistant Boys Basketball Co-Coach	\$2,574.00	High School	1/6/21	End of Season	Tier 2, Step 2
11	Todd Solecitto	Approve	Head Coach Boys Basketball	\$5,733.00	Middle School	1/6/21	End of Season	Tier 2, Step 4
12	David Garcia	Approve	Head Boys Bowling Coach	\$7,217.00	High School	1/6/21	End of Season	Tier 4, Step 4
13	Craig Green	Approve	Head Girls Bowling Coach	\$4,769.00	High School	1/6/21	End of Season	Tier 4, Step 1
14	Adam Slack	Approve	Head Coach Robotics	\$6,068.00	High School	1/6/21	End of Season	Tier 4, Step 3
15	Ari Eisner	Approve	Assistant Coach Robotics	\$4,510.00	High School	1/6/21	End of Season	Tier 4, Step 3
16	Kimberly Yapaola	Approve	Head Cheerleading Coach	\$8,270.00	High School	1/6/21	End of Season	Tier 3, Step 4
17	Kyla Tietz	Approve	Assistant Cheerleading Coach	\$6,883.00	High School	1/6/21	End of Season	Tier 3, Step 4
18	Margaret Devine	Approve	Horizons Advisor	\$3,300.00	Middle School	1/6/21	6/30/21	Tier 3

\*5. Motion to approve the following observations/internships/volunteers:

Code No.	Name	Position	Degree/Step No. of Hrs.	Salary/ Stipend	Location	Date Effective	Date Terminated	Discussion
1	Michael Coates	Volunteer	N/A	N/A	High School	1/6/21	N/A	Boys Basketball Program
2	Kyle Williams	Volunteer	N/A	N/A	High School	1/6/21	N/A	Cheerleading Program

\*6. Motion to approve the following revised job descriptions for the 2020-2021 school year:

— K-12 Subject Area Teacher

- ~~Custodian~~
- ~~Lead Custodian~~
- ~~Grounds Maintenance~~
- ~~Maintenance Mechanic~~

\*6. Motion to give authority to Mr. Clymer, Superintendent of Schools, to appoint testing coordinators at the High School and Middle School to be approved at the following Board of Education meeting without prejudice.

Approval of Personnel Motions

MOTION: Chris Cannavo		SECOND: Chris Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X	#5 – Code 1		
Christine Pi	X			
Eric Walls	X			
Christopher Hamler	X			
Corey Piasecki	X			

**II. EDUCATION AND POLICY**

Motion by Mrs. Marshall and seconded by Mr. Cannavo to approve and adopt motions II. 1 though II.2 as described below:

\*1. Motion to approve the **second and final reading** of the following regulation for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

**6470.01 Regs      Electronic Funds Transfer and Claimant Certification**

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

- MS – 19-20 – None
- HS - 19-20 - None

Approval of Education & Policy Motions

MOTION: Chris Cannavo		SECOND: Chris Hamler		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Christopher Hamler	X			
Corey Piasecki	X			

**I. BUDGET AND FINANCE**

Motion by Mrs. Marshall and seconded by Mr. Hamler to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 11, as described below:

\*1. The Warren Hills Regional Board of Education approves the November, 2020 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, 2020; 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 9, 2020 through January 6, 2021, in the amount of \$3,134,092.80.

\*3. Motion to approve Student Activities bill list for the period November 1, 2020 through November 30, 2020 in the amount of \$7,940.31.

\*4. Motion to approve Athletic bill list for the period November 1, 2020 through November 30, 2020 in the amount of \$5,199.00.

\*5. Motion to approve transfers in the amount of \$7,503.98 for the month of November, 2020.

\*6. Motion to approve Home/Bedside Instruction Agreement with Saint Clare’s Hospital for Student #7072989293, commencing December 9, 2020 until December 16, 2020, in the amount of \$55.00 per hour for a total of 5 hours per week.

\*7. Motion to approve Home/Bedside Instruction Agreement with Silvergate Prep for Student #7072989293, commencing December 18, 2020 until December 21, 2020, in the amount of \$41.00 per hour for a total of 10 hours per week.

\*8. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #3501662512, commencing December 3, 2020 until December 30, 2020, in the amount of \$49.50 per hour for a total of 10 hours per week and an additional 33% for administrative and preparation costs.

\*9. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #3185003317, commencing December 7, 2020 until December 18, 2020, in the amount of \$49.50 per hour for a total of 10 hours per week and an additional 33% for administrative and preparation costs.

\*10. Motion to approve the amendment application for CARES Emergency Relief Grant to include additional allocation of \$6,404.00.

\*11. Motion to approve parental contract #DCL 2021 SY from January 11, 2021 to June 30, 2021 in the amount of \$8,200.00 for student #9922647153.

**Approval of Budget & Finance Motions**

MOTION: Lisa Marshall		SECOND: Chris Hamler		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Christopher Cannavo	X			
Sam Knutson	X			
Lisa Marshall	X			
Christine Pi	X			
Eric Walls	X			
Christopher Hamler	X			
Corey Piasecki	X			

**S. Public Comment**

Ms. DeGeorge questioned when will the issue of head cheerleading coach be addressed and who will be the head coach in the meantime.

Ms. North asked what does it mean when you remove someone and also if the current coach is contracted for the school year.

Ms. DeGeorge also asked if comp cheer is starting Monday without a head coach.

**U. Adjournment 8:20 p.m.**

Motion by Mr. Hamler and seconded by Mr. Cannavo to adjourn at 8:20 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere  
Business Administrator/Board Secretary