

WARREN HILLS REGIONAL BOARD OF EDUCATION

May 11, 2021

6:30 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/87811160363?pwd=VDhyMitzNk9GOEh6N01qODIzeWV6dz09>

A. Call to Order - Mr. Corey Piasecki, President

B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator

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

C. Executive Session- 6:33 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 Mr. Cannavo and seconded by Mr. Knutson to go into Executive Session at 6:33 p.m. with full board consent.

D. Reconvene: 7:00 p.m.

Approval to Reconvene

Motion by Mrs. Marshall and seconded by Mr. Knutson to go into Open Session at 7:00 p.m. with full board consent.

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

- April 27, 2021 Regular and Executive Session Meetings

Motion by Mr. Knutson and seconded by Mr. Horton to approve the minutes of the April 27, 2021, Regular and Executive Session Meetings

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

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

None

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

- Increase in-person instruction
- WH will be hosting the Skyland Conference Track Meet on Thursday, May 20, 2021
All established safety protocols in place
No spectators permitted
Event will be LiveStreamed
- Update on Restoration and Remediation Plans
- Graduation/Prom Update – Senior Prom June 4

G. Presenter(s):

Board Interviews: Franklin Township Candidate
The Board interviewed Mr. Paul Figalora for the open board seat in Franklin Township.

H. 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. 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.

The credit restoration & remediation programs fall under District Goal #1.
The district continues to send communications to students and families under District Goal #2.

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.

The Board continues with this goal.

I. Committee Reports

| Committee | Date | Discussion |
|--------------------------------------|-----------------|---------------------------|
| Finance, Facilities & Transportation | May 4, 2021 | By Chair: Mr. Bodenschatz |
| Education, Policy & Technology | May 3, 2021 | By Chair: Mr. Bodenschatz |
| Personnel & Student Activities | May 6, 2021 | By Chair: Mr. Walls |
| Negotiations | No meeting held | By Chair: Ms. Marshall |

Mr. Bodenschatz reported that the Finance, Facilities & Transportation committee met on May 4th and discussed the donation of the retired school bus, cleaning of the air ducts at the high school and are awaiting a proposal for middle school, installation of a new ramp at the Administration Building and the bids for the Excel Building.

Mr. Bodenschatz reported that the Education, Policy & Technology committee met on May 3rd and reviewed policy 5460, High School Graduation and career exploration programs. They also discussed the revised district goal and decided to use it for 2021-2022.

Mr. Clymer reported that Personnel & Student Activities met on May 6th and the information was discussed during executive session.

Mrs. Marshall reported that Negotiations was meeting tomorrow.

Mrs. Marshall also reported on the Legislative Committee.

J. Old Business

None

K. New Business

None

L. Public Comment – concerning action items.

None

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.

5. The presiding officer may:

- a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
- b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
- c. Request any person to leave the meeting when that person does not observe reasonable decorum;
- d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;

M. ACTION ITEMS

I. PERSONNEL

Motion by Mrs. Marshall and seconded by Mr. Knutson to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.14 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 | Theresa Chapman | Approve | AP Testing | \$750 | High School | 4/30/21 | 5/28/21 | Assist with Administration of AP Exams |
| 2 | DeannaMarie Balas | Approve | Transfer to High School | \$60,095 | Middle School | 7/1/21 | 6/30/22 | Voluntary Transfer |
| 3 | Bonita Duryea | Approve | Fall Sports Physicals | \$800 | High School | 7/1/20 | End of Season | N/A |
| 4 | Michelle Gaffney | Approve | Fall Sports Physicals | \$300 | Middle School | 7/1/20 | End of Season | N/A |

*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 | 53049052 | Childcare Leave | Teacher | High School | 8/23/21 | N/A | N/A | N/A | N/A | Beginning of 2 nd Marking Period in the 21-22 School Year | Extension of Childcare Leave |

*3. 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 | Elyssa Hame | Volunteer for Project Graduation | N/A | N/A | High School | N/A | N/A | For the time of Project Graduation only pending necessary paperwork |

*4. Motion to approve employment of the attached personnel list “A” of tenured, certificated teaching staff for the 2021-2022 school year. (Attachment A)

*5. Motion to approve employment of the attached personnel list “B” non-tenured, certificated teaching staff with eligibility for tenure on the appropriate date for the 2021-2022 school year. (Attachment B)

*6. Motion to approve employment of the attached personnel list “C” non-tenured, certificated teaching staff for the 2021-2022 school year. (Attachment C)

*7. Motion to approve employment of personnel Attachment “D” of school security personnel for the 2021-2022 school year. (Attachment D)

*8. Motion to approve employment of the attached personnel list “E” technology personnel for the 2021-2022 school year. (Attachment E)

*9. Motion to approve employment of the attached personnel list “F” tenured secretaries for the 2021-2022 school year. (Attachment F)

*10. Motion to approve employment of the attached personnel list “G” non-tenured secretaries with eligibility for tenure on the appropriate date for the 2021-2022 school year. (Attachment G)

*11. Motion to approve employment of the attached personnel list “H” custodial/grounds/maintenance staff for the 2021-2022 school year. (Attachment H)

*12. Motion to approve employment of the attached personnel list “I” of tenured, certificated administrative staff for the 2021-2022 school year. (Attachment I)

*13. Motion to approve employment of the attached personnel list “J” of non-tenured, certificated administrative staff with eligibility for tenure on the appropriate date for the 2021-2022 school year. (Attachment J)

*14. Motion to approve employment of the attached personnel list “K” of non-tenured, certificated administrative staff for the 2021-2022 school year. (Attachment K)

Approval of Personnel Motions

| MOTION: Lisa Marshall | | SECOND: Sam Knutson | | |
|-----------------------|------|---------------------|-----------|--------|
| Name | Ayes | Nays | Abstain | Absent |
| Joseph Bodenschatz | X | | | |
| Eric Horton | X | | | |
| Sam Knutson | X | | | |
| Lisa Marshall | X | J - Jones | J - Apple | |
| Christine Pi | X | | | |
| Eric Walls | | | | X |
| Christopher Cannavo | X | | | |
| Corey Piasecki | X | | | |

II. EDUCATION AND POLICY

Motion by Mrs. Marshall and seconded by Mr. Knutson to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.3, as described below:

*1. Motion to approve the following adjustments to the 2020-2021 school calendar. Half day professional days scheduled for March 11, 2021 and May 20, 2021 will replace Monday, June 14, 2021. Last day for students and faculty will be Friday, June 11, 2021.

*2. Motion to approve the **first reading** of the following policy and regulation for inclusion in the district's policy manual, as recommended by the Education and Policy Committee and the Superintendent:

5460 Policy High School Graduation

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

| Code No. | Name | Title | Location | Cost/Mileage | Date and Discussion |
|----------|---------------------|---|----------|-----------------------|-------------------------|
| 1 | Donnamarie Palmiere | NJASBO 2021 Conference | Virtual | \$0.00/no cost | June 9 – June 11, 2021 |
| 2 | Heather Apple | Rethinking Secondary School Mathematics | Virtual | \$249.00 Registration | July 13 – July 15, 2021 |
| 2 | Heather Apple | Demos Summer Institute | Virtual | \$249.00 Registration | July 20 – July 22, 2021 |

Approval of Education & Policy Motions

| MOTION: Lisa Marshall | | SECOND: Sam Knutson | | |
|-----------------------|------|---------------------|---------|--------|
| Name | Ayes | Nays | Abstain | Absent |
| Joseph Bodenschatz | X | | | |
| Eric Horton | X | | | |
| Sam Knutson | X | | | |
| Lisa Marshall | X | | | |
| Christine Pi | X | | | |

| | | | | |
|---------------------|---|--|--|---|
| Eric Walls | | | | X |
| Christopher Cannavo | X | | | |
| Corey Piasecki | X | | | |

III. BUDGET AND FINANCE

Motion by Mr. Knutson and seconded by Mr. Bodenschatz to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III. 21, as described below:

*1. The Warren Hills Regional Board of Education approves the March, 2021 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 March, 2021; 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 April 29, 2021 through May 12, 2021, in the amount of \$1,730,688.40.

*3. Motion to approve the cafeteria bill list for the period January 1, 2021 through March 31, 2021 in the amount of \$65,423.05.

*4. Motion to approve Student Activities bill list for the period March 1, 2021 through March 31, 2021 in the amount of \$7,250.14.

*5. Motion to approve Athletic bill list for the period March 1, 2021 – March 31, 2021 in the amount of \$7,344.50

*6. Motion to approve transfers in the amount of \$42,472.00 for the month of March, 2021.

*7. Motion to approve Contract for Behavior Consultative Services with Applied Behavior Consulting, LLC commencing April 28, 2021 – June 30, 2021 at a rate of \$115 per hour.

*8. Motion to approve Contract for Behavior Analytical Consultative Services with Applied Behavior Consulting, LLC commencing July 1, 2021 – July 30, 2021 at a rate of \$115 per hour.

*9. Motion to approve an Agreement for Related Services and other Ancillary Services with Sussex County Educational Services Commission for the 2021-2022 school year per attached rates.

*10. Motion to approve a Professional Support/Non-Public Services Agreement with Educational Services Commission of Morris County for the 2021-2022 school year per attached rates.

*11. Motion to approve a Memorandums of Agreement with Warren County Special Services School District for Psychological Evaluations, Social Work Consultation, Learning Disabled Teaching Consultation and/or Other Related Services as needed for the 2021-2022 school year as per attached rates.

*12. Motion to approve a Resolution for Participation in Coordinated Transportation with Warren County Special Services School District July 1, 2021 through June 30, 2022, plus an administrative fee of 4 percent.

*13. Motion to approve a contract with Marlana Hamfeldt Loden to provide Speech/Language Services, Consultative Services, Evaluation Services and Related Services for the 2021 extended school year, commencing July 1, 2021 through July 29, 2021, at the rate of \$90.00 per hour.

*14. Motion to approve a contract with Marlana Hamfeldt Loden to provide Speech/Language Services, Consultative Services, Evaluation Services and Related Services for the 2021-2022 school year, commencing September 2, 2021 through June 2, 2022, at the rate of \$90.00 per hour.

*15. Motion to approve a contract with J&B Therapy Services for Physical Therapy, Occupational Therapy, Behavior Therapy, Teacher of Deaf Services and Evaluation Services for the 2021-2022 school year commencing July 1, 2021 through June 30, 2022 at the following rates:

| Service | Rate per hour |
|--------------------------|----------------------|
| Physical Therapy | \$84.00 |
| Occupational Therapy | \$83.00 |
| Behavior Therapy | \$91.00 |
| Teacher of Deaf Services | \$135.00 |
| Evaluations | \$405.00/each |

*16. Motion to approve a contract with Computer Solutions, Inc. for software support for the 2021-2022 school year as follows:

| Software Item | Annual Amount |
|--|----------------------|
| Budgetary Accounting Module with Site Based Management & Invoicing | \$4,260.00 |

| | |
|---|-------------------|
| Human Resources & Payroll Modules with Position Control, Substitute & AESOP | \$5,424.00 |
| Total Annual Fee | \$9,684.00 |

*17. Motion to approve the following 2021-2022 Municipal Schedule of Taxes:

| Due Dates | Franklin Twp | Mansfield Twp | Washington Borough | Washington Twp |
|------------------|-----------------------|-----------------------|---------------------------|-----------------------|
| 7/15/2021 | \$339,779.00 | \$613,558.00 | \$364,843.00 | \$626,385.00 |
| 8/15/2021 | \$388,163.00 | \$700,928.00 | \$416,796.00 | \$715,582.00 |
| 9/15/2021 | \$339,779.00 | \$613,558.00 | \$364,843.00 | \$626,385.00 |
| 10/15/2021 | \$339,779.00 | \$613,558.00 | \$364,843.00 | \$626,385.00 |
| 11/15/2021 | \$339,779.00 | \$613,558.00 | \$364,843.00 | \$626,385.00 |
| 12/15/2021 | \$339,779.00 | \$613,558.00 | \$364,843.00 | \$626,385.00 |
| 1/15/2022 | \$339,779.00 | \$613,558.00 | \$364,843.00 | \$626,385.00 |
| 2/15/2022 | \$694,365.00 | \$1,253,853.00 | \$745,586.00 | \$1,280,065.00 |
| 3/15/2022 | \$339,779.00 | \$613,558.00 | \$364,844.00 | \$626,384.00 |
| 4/15/2022 | \$339,779.00 | \$613,558.00 | \$364,844.00 | \$626,384.00 |
| 5/15/2022 | \$339,780.00 | \$613,557.00 | \$364,844.00 | \$626,384.00 |
| 6/15/2022 | \$339,780.00 | \$613,557.00 | \$364,844.00 | \$626,384.00 |
| Total | \$4,480,320.00 | \$8,090,359.00 | \$4,810,816.00 | \$8,259,493.00 |

*18. Motion to approve the donation of Bus #25 2002 Bluebird to Huntington Fire Department to be used for training purposes. (Bus has aged out – 15-year life)

*19. Motion to accept the sealed bids on March 9, 2021 for Alterations to the Excel Building. Three (3) bidders responded as follows:

| Bidder | Base Bid |
|---------------------------------------|-------------------|
| Apex Enterprise of Union, Inc. | \$ 994,000 |
| Cypreco Industries, Inc. | \$1,263,823 |
| Frankoski Construction Company | \$ 962,000 |

Authorize award of bid to Frankowski Construction Company, as lowest responsible bidder in full conformance with specifications.

*20. Motion to approve the purchase order for Advanced Furnace & Air Duct Cleaning in the amount of \$27,039.64. (This is to clean all ducts in the main gym, auditorium, cafeteria and library at the high school.)

*21. Motion to accept the award of the School Security Grant number 20E00214 FY20 in the amount of \$108,576.

Approval of Budget & Finance Motions

| MOTION: Sam Knutson | | SECOND: Scott Bodenschatz | | |
|---------------------|------|---------------------------|---------|--------|
| Name | Ayes | Nays | Abstain | Absent |
| Joseph Bodenschatz | X | | | |
| Eric Horton | X | | | |
| Sam Knutson | X | | | |
| Lisa Marshall | X | | | |
| Christine Pi | X | | | |
| Eric Walls | | | | X |
| Christopher Cannavo | X | | | |
| Corey Piasecki | X | | | |

N. Public Comment

Temna Desai asked if the additional or lack thereof credits impact the GPA of students. Kristen MacLean requested an update on the status of the committee to discuss Oxford Board of Education concerns regarding the lack of a send/receive agreement.

O. Second Executive Session

Approval to go into Second Executive Session

A motion was made by Mrs. Marshall and seconded by Mr. Knutson to go into a second executive session at 7:34 p.m. to discuss the open position with full board consent.

Approval to Reconvene

A motion was made by Mr. Knutson and seconded by Mrs. Marshall to go into Open Session at 7:49 p.m. with full board consent.

Appointment to Vacant Board Seat

Motion by Mr. Horton and seconded by Mrs. Marshall to appoint Paul Figolora to the open Franklin Township Board of Education seat for the term 2021-2022.

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

Mr. Piasecki thanked Mr. Figolora for volunteering and we look forward to working with him.

P. Adjournment 7:51 p.m.

Approval to Adjourn

Motion by Mrs. Marshall and seconded by Mr. Cannavo to adjourn at 7:51 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere
Business Administrator/Board Secretary