

**WARREN HILLS REGIONAL BOARD OF EDUCATION**

**December 14, 2021**

**6:30 p.m. – Executive Session**

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

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

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

Joseph Bodenschatz	Eric Horton	Eric Walls
Christopher Cannavo	Lisa Marshall	Christine Pi
Sam Knutson	Paul Figalora	Corey Piasecki

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/82659107226?pwd=VzIqdNVRbUJUT3VpVDU3NWU2cIF3QT09>

**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*

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
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

**D. Reconvene: 7:00 p.m.**

**Approval to Reconvene**

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

**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* and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield, Oxford and Washington.

**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**

- November 16, 2021 Regular & Executive Session Meetings

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

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

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

**G. Presenter(s):** Man Lee, Nisivoccia LLP, Certified Public Accountants – Annual Audit

**H. Goals:**

**Warren Hills Board of Education District Goals for 2021-22**

1. Implement and support an articulation structure that identifies curricular strength and weakness for grades 7-12, provides resources to cluster sending districts for curricular alignment in grade 6 and improve student achievement.
2. Ensure best practices related to inclusion, diversity and equity within the WHRSD are followed in regards to hiring practices, curriculum implementation and policy development in collaboration with all school/community stakeholders and to share concerns and recommendations with appropriate committee(s) of the Board of Education.
3. Implement Curriculum Pathways for the 2021-2022 school year focused on preparing students for life beyond Warren Hills, including but not limited to vocation, careers, and college. Pathways will appear as part of the Program of Studies.
4. Create and implement programs, provide resources, and offer support to students, parents, faculty & staff related to Mental Health Awareness in collaboration with local and state agencies.

**Warren Hills Board of Education Board Goal for 2021-22**

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

**I. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	No meeting held	By Chair: Mr. Knutson
Education, Policy & Technology	November 22, 2021	By Chair: Mr. Bodenschatz
Personnel & Student Activities	No meeting held	By Chair: Mr. Walls
Negotiations	December 13, 2021	By Chair: Ms. Marshall

**J. Old Business**

**K. New Business**

**L. 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.

**M. ACTION ITEMS**

**I. PERSONNEL**

\*1. Motion to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

**All 20-21 salaries remain in effect for the 21-22 school year, pending contract negotiations**

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Paul Jacobson	Accept	Grounds Maintenance	\$39,206	District	12/8/21	12/8/21	Resignation
2	Georgina Dilts	Accept	Paraprofessional	\$25.74/hour		11/16/21	11/16/21	Resignation
3	Heather Garcia	Accept	English Teacher	\$79,940	Middle School	12/15/21	12/15/21	Resignation
4	Karen Lerch	Approve	German Teacher	\$74,735, prorated	Middle School	On or about 1/3/22	6/30/22	Step M-13, BA, Replaces Kerryn Bakken
5	Amy Haines	Approve	Leave Replacement English Teacher	\$55,720, prorated	Middle School	12/15/21	6/30/22	Replaces #53022638
6	Ronald Smith	Approve	IT Specialist	\$46,000, prorated	District	12/15/21	6/30/22	Pending receipt of all required paperwork – replaces Kim Curto
7	Scott Esposito	Approve	Custodian	\$34,594, prorated	High School	12/06/21	6/30/22	Moves from part-time to full time night shift
8	Joanna Morgan	Approve	Paraprofessional	\$23.25/hour	Middle School	On or about 12/6/21	6/30/22	Replaces Kristin Angiuoli
9	Jenna Smith	Approve	Substitute Teacher	\$130/day	District	12/15/21	6/30/22	All paperwork complete & on file
10	Ashlee Garo	Approve	Substitute Nurse	\$250/day	District	12/15/21	6/30/22	All paperwork complete & on file
11	Marshall Cuomo	Approve	5 <sup>th</sup> Preparation	\$1,300/semester	High School	9/1/20	6/30/21	N/A
12	Sandra Young	Approve	HS Peer Tutoring	\$45/hour	High School	10/5/21	6/30/22	Not to exceed 2 hours per week
13	Kelsey Connelly	Approve	HS Peer Tutoring	\$45/hour	High School	10/5/21	6/30/22	Not to exceed 2 hours per week
14	Craig Green	Rescind	Head Softball Coach	\$5,432	Middle School	12/14/21	12/14/21	Rescind Board Motion of 11/16/21, I. Personnel, #2., Code 3
15	Reggie Pantophlet	Approve	Head Boys Track Coach	\$8,720	High School	Start of Season	End of Season	Tier 3, Step 4
16	Maria Forsythe	Approve	Assistant Boys Track	\$5,444	High School	Start of Season	End of Season	Tier 3, Step 3
17	Zachary Fisher	Approve	Head Girls Track Coach	\$5,444	High School	Start of Season	End of Season	Tier 3, Step 3
18	Michael Howey	Approve	Assistant Girls Track Coach	\$6,883	High School	Start of Season	End of Season	Tier 3, Step 4
19	Elise Tooker	Approve	Co-Assistant Boys & Girls Track Coach	\$3,441.50	High School	Start of Season	End of Season	Tier 3, Step 4
20	Maria Forsythe	Approve	Homework Club Advisor	\$45 / 45-minute session	Middle School	12/15/21	6/30/22	N/A
21	Lisa Smith	Approve	Homework Club Substitute	\$45 / 45-minute session	Middle School	12/15/21	6/30/22	N/A

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
22	Laura Muroski	Approve	New Teacher Mentor	\$440, prorated	Middle School	1/3/22	6/30/22	Science - Mentoring Amanda Jackson
23	Daniel Montgomery	Amend	Head Boys Swimming Coach	\$7,404	High School	Start of Winter Season	End of Winter Season	Amend July 13, 2021 Personnel #2, Code #17 to reflect change in Step to Step 3

\*2. 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	Emily Schlessinger	Approve	N/A	N/A	Middle School	12/15/21	1/21/22	Fairleigh Dickinson student for observation hours under the direction of Nicholas Remonelli
2	Kaitlyn Tallamy	Approve	N/A	N/A	High School	Spring, 2022	Upon completion	University of Minnesota Crookston student to student teach under the direction of Patricia Smith

### Approval of Personnel Motions

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

## II. EDUCATION AND POLICY

\*1. Motion to amend the 2021-2022 school calendar to reflect closing school on Thursday, December 23, 2021.

\*2. Motion to approve the *2022-2023 Warren Hills Regional School District Program of Studies*.

\*3. Motion to approve the **second and final reading** of the following revised policy for inclusion in the district’s policy manual, as recommended by the Education and Policy Committee and the Superintendent:

<p><b>1648.13</b> <b>1648.14</b>  <b>2312 P&amp;Regs</b> <b>5751 Regs</b></p>	<p><b>School Employee Vaccination Requirements</b> <b>Safety Plan for Healthcare Settings in School Buildings – COVID-19</b> <b>Class Size</b> <b>Sexual Harassment of Students</b></p>
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\*4. Motion to affirm the administrative decision regarding the following HIB cases:

MS – 19-20 - 006 & 007  
HS - 19-20 - 006

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

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Margaret Devine & Kevin Horn	HS Horizons to compete in county-wide academic competition	Substitutes + Transportation	Additional day scheduled in the event of snow postponement
2	Sharon Fretz, Susan Rader & Adam Slack	Outdoors Unlimited ski opportunity	1 Substitute	Students pay for trip & transportation
3	US First Robotics Team Impact	Robotics competitions	Transportation	Various dates
4	Patricia Smith	FFA to farm show	None	Alumni sponsored trip
5	Toni Manfra	Unified Bowling Team to participate in extracurricular experience	Transportation, Chaperones & Nurse	N/A
6	Alison Frey & Deana Marie Balas	DECA students to competition	Transportation & Substitutes	N/A
7	Jacqueline Solecitto	Gifted & Talented 7 <sup>th</sup> Grade Science Enrichment Program studying cellular biology	Transportation & Substitute	N/A
8	David Sbriscia, Michael Arminio & Zachary Fisher	Wrestling Team to dual tournament	Substitutes (2) Transportation	N/A
9	David Sbriscia, Michael Arminio & Zachary Fisher	Qualified Wrestling Team members to regionals	Substitutes (2) Transportation	N/A
10	David Sbriscia, Michael Arminio & Zachary Fisher	Qualified Wrestling Team members to states	Substitutes (2), Transportation & Meals	N/A

\*6. Motion to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Timothy Jaw & Keith Dennison	NJASA Technology Conference - TECHSPO 2022	Atlantic City, NJ	\$490. Registration each, Mileage, Accommodations, Meals & Incidentals	January 26-28, 2022

Approval of Education & Policy Motions

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

**III. BUDGET AND FINANCE**

\*1. The Warren Hills Regional Board of Education approves the October, 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 October, 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 November 13, 2020 through December 14, 2021, in the amount of \$3,121,959.70.

\*3. Motion to approve Student Activities bill list for the period October 1, 2021 through October 31, 2021 in the amount of \$12,282.62.



\*4. Motion to approve Athletic bill list for the period October 1, 2021 through October 31, 2021 in the amount of \$2,692.00.

\*5. Motion to approve transfers in the amount of \$56,130.15 for the month of October, 2021.

\*6. Motion to approve Home/Bedside Instruction Agreement with Silvergate Prep for Student #5180238852, commencing November 22, 2021 until further notice, in the amount of \$41.00 per hour for a total of 10 hours per week.

\*7. WHEREAS, the Warren Hills Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district’s account and financial transactions; and

WHEREAS, the Warren Hills Board of Education received the audit performed by Nisivoccia and discussed said audit at its public meeting held on December 14, 2021; now

BE IT RESOLVED that the Board of Education accepts the audit for the 2020-2021 school year, fiscal year ending June 30, 2021. It is noted there are no CAFR and AMR findings.

\*8. Motion to accept, with gratitude, the donation of \$40.00 from donors through The Blackbaud Giving Fund on behalf of AbbVie Employee Engagement Fund for general support pursuant to Policy 7230, GIFTS, GRANTS AND DONATIONS.

\*9. Motion to approve and accept Security Grant in the amount of \$108,576.00.

\*10. Motion to accept FEMA reimbursement for Winter Storm Orlena expenses in the amount of \$9,750.75.

\*11. Motion to accept the funding from NJDOE for SDA Emergent Needs and Capital Maintenance in the amount of \$46,487.00. This is to be used to offset district costs associated with taking those important measures and ensuring students have safe and healthy learning environments.

\*12. Motion to approve the disposal of a wrestling mat, pursuant to Policy 7300, *Disposition of Property*.

Approval of Budget & Finance Motions

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				
Eric Horton				
Sam Knutson				

Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

**O. Public Comment**

**P. Second Executive Session (If Necessary)**

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

Approval to go into Second Executive Session

Approval to Reconvene

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

**Q. Adjournment \_\_\_\_\_ p.m.**

Approval to Adjourn

MOTION:		SECOND:		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz				
Paul Figalora				

Eric Horton				
Sam Knutson				
Lisa Marshall				
Christine Pi				
Eric Walls				
Christopher Cannavo				
Corey Piasecki				

**\*Roll Call**