

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * April 12, 2021 * 7:00 PM
Virtual

PLEASE NOTE: The Warren Township Board of Education has changed the details of the meeting as follows: Due to nationwide health concerns, the meeting will be entirely virtual, with Board members, Administration and the public welcome to attend at <https://tinyurl.com/WarrenTBOE041221>.

I. Call to Order and Statement of Presiding Officer Marc Franco, President

Re: Chapter 231 P.L. 1975: "The adequate notice of this regular meeting as required by the Open Public Meetings Act was provided by the posting, mailing/delivery, and filing of this notice on January 6, 2021. This notice was on that date posted on the bulletin board in the Township Office, sent to the Courier News, the Echoes Sentinel and TAP into Warren, and filed with the Township Clerk of the Township of Warren, all in accordance with the requirements of the Open Public Meetings Act."

II. Pledge of Allegiance

III. Roll Call

___ Aaron Bellish	___ Lori Clar	___ Laura Keller
___ Mark Bisci	___ Lisa DiMaggio	___ Todd Weinstein
___ David Brezee	___ Marc Franco	___ Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the March 15, 2021 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

0

· Suspension Report

In School:

Out of School:

0

0

· Fire Drills

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>	
Cohort C March 25	Cohort C March 16	Cohort C March 16	Cohort C March 22	Cohort A March 15	Cohort B March 18

· Security Drills

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>	
Cohort C March 23 Lockdown	Cohort C March 18 Lockdown	Cohort C March 23 Lockdown	Cohort C March 18 Lockdown	Cohort A March 16 Lockdown	Cohort B March 19 Lockdown

- VI. President's Remarks – Mr. Marc Franco
- VII. Superintendent's Remarks – Dr. Matthew Mingle
- VIII. Presentation
 - Woodland School Student Feature - Mr. Jeff Heaney
- IX. Discussion
 - 2022-2023 School Calendar
- X. Committee Reports
- XI. Public Commentary (agenda items only)

Note on public input at BOE meetings: Board Policy #0167, adopted on June 18, 2018, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, address, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to three minutes' duration. If necessary, the public comment portion of the meeting may be extended fifteen minutes with Board approval;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;
5. When the Board of Education is conducting its meetings either virtually or in a hybrid environment, members of the public may also submit comments no later than 9:00 AM the day of the board meeting via email to BA@warrentboe.org or hardcopy mail to the district office.

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

XII. Items for Board Consideration/Action

The Superintendent recommends that it be:

- A. Education
 - A.1. HIB Report
RESOLVED, that the Board of Education accepts the HIB Report submitted by the Superintendent for the period ending on March 15, 2021.
 - A.2. 2020-2021 Revised Calendar
RESOLVED, that the Board of Education approves the 2020-2021 revised calendar.

- A.3. Return to School Plan
RESOLVED, that the Board of Education approves the revised Return to School plan and authorizes its submission to the New Jersey Department of Education.
- A.4. New Jersey Quality Single Accountability Continuum (NJQSAC) Review
RESOLVED, that the Board of Education reports receipt of the District's performance, as determined by the New Jersey Department of Education and outline below.

BE IT FURTHER RESOLVED, that the Board of Education reports the District's designation as "high performing" for a period of three years until the next scheduled NJQSAC review.

NJQSAC Areas	Initial Placement (March 2021)
Instruction and Program	89%
Fiscal Management	100%
Governance	100%
Operations	100%
Personnel	100%

- A.5. Tuition Contract
RESOLVED, the Board of Education approves a tuition contract with the Parents of Student #8338661791 for continued attendance in the Warren Township School, effective March 1, 2021 through June 30, 2021, at a total tuition cost of \$5,063.28. (This motion supersedes previous motion approved on January 25, 2021.)
- A.6. Fieldwork Site
RESOLVED, that the Board of Education approves a School Counseling Internship Agreement with Kean University from April 13, 2021 through June 30, 2021, securing Warren Township as a fieldwork site to provide supervised clinical educational experiences in school counseling.

B. Finance/Operations/Transportation

- B.1. Board Secretary's and Treasurer's Report
WHEREAS, the Board of Education has received the report of the secretary for the month of March, 2021; and
WHEREAS, this report shows the following balances on March 31, 2021:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$11,701,347.99		\$1,275,641.28
(10) General Current Expense		\$0.00	
(11) Current Expense		\$3,062,310.70	
(12) Capital Outlay		\$232,614.14	
(13) Special Schools		\$165,269.24	
(20) Special Revenue Fund	\$(17,374.86)	\$31,582.89	\$0.00
(30) Capital Projects Fund	\$713,568.90	\$115,389.30	\$355,825.94
(40) Debt Service Fund	\$0.00	\$0.65	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$12,397,542.03	\$3,607,166.92	\$1,631,467.22

(60) Milk Fund	\$4,049.49	\$ (26,000.00)	\$ 17,207.49
(61) Juice and Water Fund	\$1,358.13	\$ (11,000.00)	\$ 1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$37,000.00)	\$18,565.62

WHEREAS, in compliance with law and code the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above reference reports and certifications and be it

FURTHER RESOLVED, in compliance with law and code, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section), to the best of its knowledge, no major account or fund has been over expended in violation of law and code and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

B.2. Budget Transfers for Month of March 2021

RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and that are now being reported to the Board pursuant to Policy 6422:

	TO:		FROM:		
1.	11-000-100-562-000-08-01	Tuition - Other LEAs	11-000-100-566-000-08-01	Tuition - Private Schools	\$17,836
2.	11-000-223-500-030-08-00	Staff Training - Other Purchased Services - SPS - CS	11-000-223-580-030-08-00	Workshops & Travel - SPS - CS	\$580
3.	11-000-223-500-033-08-00	Staff Training - Other Purchased Services - SPS - MS	11-000-223-580-033-08-00	Workshops & Travel - SPS - MS	\$945
4.	11-000-223-500-035-08-00	Staff Training - Other Purchased Services - SPS - MHS	11-000-223-580-035-08-00	Workshops & Travel - SPS - MHS	\$85
5.	11-000-223-500-040-08-00	Staff Training - Other Purchased Services - SPS - ALT	11-000-223-580-040-08-00	Workshops & Travel - SPS - ALT	\$85
6.	11-000-223-500-050-08-00	Staff Training - Other Purchased Services - SPS - WS	11-000-223-580-050-08-00	Workshops & Travel - SPS - WS	\$400
7.	11-000-240-600-033-07-10	Admin Supplies - MS	11-000-240-580-033-07-00	Travel - MS	\$720
8.	11-000-261-610-030-09-03	Maintenance Supplies - CS	11-000-262-621-030-09-03	Heat - Central	\$1,200
9.	11-000-261-610-033-09-07	Maintenance Supplies - MS	11-000-262-621-030-09-03	Heat - Central	\$1,200
10.	11-000-261-610-035-09-04	Maintenance Supplies - MHS	11-000-262-621-030-09-03	Heat - Central	\$1,200
11.	11-000-261-610-040-09-05	Maintenance Supplies - ALT	11-000-262-621-030-09-03	Heat - Central	\$1,200
12.	11-000-261-610-050-09-06	Maintenance Supplies - WS	11-000-262-621-030-09-03	Heat - Central	\$1,200
13.	11-000-263-420-000-09-00	Grounds - Repairs & Maint. Services	11-000-262-621-033-09-07	Heat - MS	\$16,000
14.	11-000-263-420-000-09-00	Grounds - Repairs & Maint. Services	11-000-262-622-033-09-07	Electricity - MS	\$16,000
15.	11-110-100-101-040-05-00	Salaries - Kindergarten Teachers-ALT	11-213-100-101-040-05-00	Salaries - RC Teachers - ALT	\$57,000
16.	11-215-100-101-035-04-01	Salaries - Preschool Teachers	11-213-100-101-040-05-00	Salaries - RC Teachers - ALT	\$7,000
17.	12-000-252-730-000-11-01	Equipment - Technology	11-000-291-270-000-00-00	Health Benefits	\$48,330
18.	12-000-263-730-000-09-00	Grounds - Equipment	11-000-262-100-000-09-05	Overtime - Custodians	\$14,055
19.	12-000-400-334-000-09-BG	Architect Services - B&G Roof	11-000-291-270-000-00-00	Health Benefits	\$2,600

B.3. Travel Approval

Whereas, in accordance with State of New Jersey School District Accountability Act (A-5) and the Warren Township Schools' Policy 6471-School District Travel, travel by school district employees and Board of

Education members must be approved in advance.

Now Therefore Be It RESOLVED, the Warren Township Schools Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

Name	School	Workshop/ Conference	Location	Month/Yr	Cost
Kelly Stankiewicz	MTH	Oppositional Defiant & Disruptive Students: Practical Strategies for The Most Challenging Classroom Behaviors	Online	May 2021	\$220
Rebecca Hartman	MTH	Oppositional Defiant & Disruptive Students: Practical Strategies for The Most Challenging Classroom Behaviors	Online	May 2021	\$220
Katie Koczon	CS	Picture Exchange Communication System - Level 1 Training	Online	May 2021	\$429
Allison Reu	CS	2021 New Jersey Speech-Language-Hearing Association Annual Convention	Online	April and May 2021	\$195
Julie Jagiello	CS	2021 Autism Symposium: What's New & What's Next in Treating Clients on the Spectrum	Online	April, 2021	\$300
Michelle Barbagallo	MTH	2021 Autism Symposium: What's New & What's Next in Treating Clients on the Spectrum	Online	April, 2021	\$300

All of the above travel has been approved by the Superintendent. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

- B.4. Sale/Disposal of Obsolete Items
RESOLVED, that the Board of Education declares as obsolete the following items:

Item	Description	VIN
Bus #34	2008 Thomas	1GDJG31U871153910
Bus #35	2010 Chevy	1GBJG31K991117086

BE IT FURTHER RESOLVED, that the Board of Education approves the sale of the listed equipment in accordance with N.J.S.A. 18A:18A:45 – Sale of Property.

- B.5. Bus Purchase
RESOLVED, that the Board of Education approves a bus purchase as follows:
- 2022 Chevrolet Type B 24 Passenger at a cost of \$57,340.33.
- Purchase from Van-Con, Inc. through ESCNJ Cooperative bid #ESCNJ 20/21-33
- B.6. Joint Agreements between SCESC and Warren BOE
RESOLVED, that the Board of Education approves entering into the following joint agreements between Somerset County Educational Services Commission (SCESC) and the Warren Township Board of Education for the 2021-2022 School Year:
- Nonpublic School Textbook Services agreement, dated July 1, 2021, with no administrative fee charged;
 - Nonpublic School Technology Initiative Program agreement, dated July 1, 2021, with a state-approved administrative percentage (currently set at 5%);
 - Nonpublic School Nursing Services agreement, dated July 1, 2021, with an administrative fee of 6%
 - Nonpublic School Security Aid Program agreement, dated July 1, 2021, with no administrative fee charged;
 - Coordinated Transportation Services agreement, dated July 1, 2021, with an administration fee of 4.5%
 - Nonpublic Instructional Services Agreement and Addendum for Chapters 192/193, with an administrative fee of 6%
 - Nonpublic Instructional Services Agreement for Individuals with Disabilities Education Improvement Act, dated July 1, 2021, with no administrative fee.
- B.7. Submission of Amendment for Federal Grant Monies
RESOLVED, that the Board of Education approves the submission to the Department of Education of an amendment of the application for 2020-2021 ESEA Federal Grant Programs as follows:
- ESEA Title IIA
 - ESEA Title IV
- Amendment reflects a reallocation of monies to meet the district's needs.
- B.8. Dental Broker
RESOLVED, that the Board of Education designates Grinspec of NJ, D.B.A. Centric Benefits Consulting of New Providence, NJ as our broker-of-record for implementing, negotiating and managing the district's dental program. This designation will remain in full force and effect until changed or revoked by this district or its authorized representative. Designation is per N.J.S.A. 18A:18A-5(a)(10), extraordinary unspecifiable services and is effective July 1, 2021 through June 30, 2022.
- B.9. Dental Insurance Carrier
RESOLVED, that the Board of Education approves providing equal to or better than dental coverage to its employees through Centric Benefits Consulting, with Delta Dental, effective 7/1/2021.
- B.10. Public Employer Trust
RESOLVED, that the Board of Education approves notification to Brown & Brown of the district's intent to leave the Public Employer Trust with sufficient notice, effective 7/1/2021.

- B.11. Transportation for Out-of-District Student - 2020-2021 SY
RESOLVED, that the Board of Education approves the transportation contract with Somerset County Educational Services Commission for 2020-2021 SY for out-of-district student as follows:

Contractor	School	Student Id	Cost
SCESC	New Dawn Academy	1856892682 & 4137825245	\$109.58 per diem

- B.12. Transportation Contract - ESY 2021 and SY 2021-2022
RESOLVED, that the Board of Education approves transportation contract for the Warren Township School District to provide transportation for Long Hill Township School District, of their student for ESY 2021 and SY 2021-2022 as follows:

District	Destination School	Student Id	Warren Revenue
Long Hill	Warren Township School District	7569754700	\$3,554.00 ESY \$13,831.20 SY

- B.13. **Purchasing Approval**
RESOLVED, that the Board of Education approves the following annual purchasing:
- Follett School Solutions Inc, for the purchase of library goods and services, exempt from bidding laws per N.J.S.A. 18A:18A-5(a)(5), in an amount not to exceed \$60,000.
 - Staples for the purchase of office and classroom supplies, in an amount not to exceed \$50,000, under Educational Data Bid #9829.**

C. Personnel/Student Services

- C.1. Employment for the 2020-2021 School Year
RESOLVED, upon recommendation from the Superintendent that the Board of Education approve the following Personnel items including the emergent employment of the following employees (indicated by *) conditional upon the final approval by the New Jersey Department of Education The Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1, et. Seq., N.J.S.A. 18A:6.14.12, et. Seq., if applicable Staff members shall be paid in accordance with provisions in their collective bargaining agreement and/or in accordance with a schedule provided to all employees prior to the beginning of the contract or school year.

Name	Position/PCR	Location	Degree	Step	Salary	Effective Date	Tenure	Discussion
*Lam Wong	.6 Leave Replacement Mandarin Teacher	WMS	MA	2	\$39,403.20	January 19, 2021 through June 30, 2021	No	To replace employee #2580
**Mary Pat Kinney	Leave Replacement Spanish Teacher	WMS	BA+15	16-17	\$74,736	December 21, 2020 through April 16, 2021	No	To replace employee #3214

*(This motion supersedes the previous motion approved on March 2, 2021)

** (This motion supersedes the previous motion approved on December 14, 2020)

C.2. Leave Request

RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#0477	FMLA - March 1, 2021 through March 26, 2021 (paid) (This motion supersedes previous motion approved on March 1, 2021)
#0095	FMLA - September 25, 2020 through October 16, 2020 (paid) FMLA - October 26, 2020 through January 5, 2021 (paid) Extended Leave - January 6, 2021 through May 7, 2021 (paid) (This motion supersedes previous motion approved on November 16, 2020)
#2885	FMLA - March 25, 2021 through on or about May 21, 2021 (paid) (This motion supersedes previous motion approved on March 1, 2021)
#2879	FMLA - January 4, 2021 through January 21, 2021 (paid) FMLA - January 22, 2021 through March 26, 2021 (unpaid) Extended Leave - April 5, 2021 through on or about June 1, 2021 (unpaid) (This motion supersedes previous motion approved on February 16, 2021)
#1257	FMLA - April 23, 2021 through June 7, 2021 (paid)
#0774	FMLA - April 14, 2021 through May 5, 2021 (paid)
#2580	FMLA - January 7, 2021 through April 8, 2021 (paid) Extended Leave - April 9, 2021 through June 30, 2021 (paid) (This motion supersedes the previous motion approved on March 1, 2021)
#0479	FMLA - Intermittent Leave (Thursdays) from April 8, 2021 through on or about November 8, 2021 (unpaid)
#3058	FMLA - May 17, 2021 through June 15, 2021 (paid) FMLA - June 15, 2021 through June 30, 2021 (unpaid) NJFLA - August 30, 2021 through November 19, 2021 (unpaid) Extended Leave - November 22, 2021 through June 30, 2022 (unpaid) (This motion supersedes the previous motion approved on January 25, 2021)

C.3. Retirement/Resignation

RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Ellyn Jara	Multi-Duty Paraprofessional 08-40-15-beu	ALT	Retirement	January 14, 2000 through June 30, 2021
Justin Guglielmino	Grade 5 Teacher 02-35-22/adz	MH	Resignation	September 1, 2017 through June 30, 2021
Dr. Erica Pawlo	School Psychologist 02-40-06/bbp	ALT	Resignation	August 28, 2019 through June 30, 2021
Robert Hartshorn	Social Studies Teacher 02-33-22/age	WMS	Retirement	September 1, 1995 through June 30, 2021

- C.4. Transfer/Change in Assignment
RESOLVED, that the Board of Education approves the transfer/change in assignment of the following district staff:

Name	Effective Date	From	To
Janine Pasquale	April 12, 2021 through June 30, 2021	Leave Replacement Special Education Grade 4 Teacher, CS	Leave Replacement Grade 2 Teacher, ALT
Hallie Meister	April 12, 2021 through June 30, 2021	Leave Replacement Distance Teacher, .25 ALT, .25 CS, .25 MH, .25 WS	Leave Replacement Grade 2 Teacher, CS
Cathryn Ticchio	February 1, 2021 through June 30, 2021	WMS Paraprofessional, Step 3 \$28,905	WMS Leave Replacement Teacher, MA+15 Step 1 \$67,668
Joan Toth	April 13, 2021 through June 7, 2021	Special Education Teacher WS	Grade 2 Teacher WS

- C.5. Substitute Teachers
RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2020-2021 school year.

Name
Alexandra Terry
Danielle Lader

- C.6. Long Term Substitutes
RESOLVED, that the Board of Education approves the following individuals as a Long Term Substitutes:

Name	Effective Date	Replacing Employee #
Sabina Gade	January 13, 2021 through June 1, 2021	#2879
Adanna Cooper	April 5, 2021 through May 21, 2021	#2885
Danielle Lader	On or about April 13, 2021 through on or about May 27, 2021	#0774

D. Policy

- D.1. Policies – Second Reading
RESOLVED, that the Board of Education approves the second reading of the following policy:

Number	Name	New/Revision	Source of Changes
P6360	Political Contributions	R	SEA

- D.2. Policies - Emergency Amendment and First Reading
 RESOLVED, that the Board of Education amends the following policy and approves the first reading of the following policy. This amendment shall terminate at the next meeting of the Board unless further acted upon by the Board:

Number	Name	New/Revision	Source of Changes
P1648.01	14 Day Quarantine For Employees Upon Return From Travel	R	Legal Counsel

- XIII. Unfinished Business
 XIV. New Business
 XV. Public Commentary (any topic)

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3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

- XVI. Executive Session
 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, now, therefore be it
 RESOLVED, the Board of Education adjourns to closed session to discuss:
 a collective bargaining agreement and/or negotiations related to it; and
 specific prospective or current employees unless all who could be adversely affected request an open session (non-tenured staff review, superintendent's contract)
 Action will not be taken upon return to public session;
 the length of the meeting is anticipated to be approximately 30 minutes; and be it
 FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

- XVII. Adjourn

2020-2025 Strategic Plan Goals

1. Competencies Goal 1 - Strengthen each student's academic competencies by fostering a supportive instructional culture.
2. Competencies Goal 2 - Strengthen each student's social-emotional competencies to maximize growth and capabilities.
3. Voice & Engagement Goal 1 - Streamline existing two-way communications between district stakeholders to maximize consistency, efficiency, and effectiveness.
4. Voice & Engagement Goal 2 - Investigate and adopt a partnership-driven change management process.
5. Equity & Consistency Goal 1 - Provide each student with a rich array of academic, enrichment, and diverse social experiences.
6. Equity & Consistency Goal 2 - Create a culture that values diversity.
7. Health, Wellness & Safety Goal 1 - Promote the health and social-emotional wellness of students by equipping each staff member with skills to identify related factors and enhance support systems.
8. Health, Wellness & Safety Goal 2 - Maintain and improve all district facilities in conjunction with the district safety and security plan.

2020-2021 Board Goals

1. Develop a process for engaging community stakeholders.
2. Define student achievement.