

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting *April 25, 2022 * 6:45 PM
Central School and Virtual

The Warren Township Board of Education meeting will be held in person and virtual, with Board members and Administration. The public is welcome to attend in person or virtually at <https://tinyurl.com/WarrenTBOE042522>.

I. Call to Order and Statement of Presiding Officer David Brezee, 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 April 14, 2022. 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

| | | |
|-------------------|-------------------|--------------------|
| ___ Mark Bisci | ___ Mehul Desai | ___ Ryan Valentino |
| ___ David Brezee | ___ Lisa DiMaggio | ___ Todd Weinstein |
| ___ Daniel Croson | ___ Laura Keller | ___ Patricia Zohn |

IV. 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:
matters of attorney-client privilege
Action will be taken upon return to public session;
the length of the meeting is anticipated to be approximately 15 minutes; and be it
FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

V. Motion to return to Open Session

***NOTE: It is anticipated that the regular business portion of the meeting will begin at approximately 7:00 P.M.**

VI. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the April 11, 2022 Board Meeting.

VII. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

1

1

Suspension Report

In School:

Out of School:

0

4

VIII. President's Remarks – Mr. David Brezee

IX. Superintendent's Remarks – Dr. Matthew Mingle

X. Presentations

- Central School Student Feature - Mrs. Alison Tugya
- Student Food Service Recommendation - Mr. Chris Heagele, Mr. Michael Pate, Mrs. Lisa Lontai and Mrs. Dana Marucci

XI. Discussion

XII. Committee Reports

- Curriculum, Communications, and Technology Committee - No meeting
- Finance, Operations, and Security Committee - April 11, 2022
- Personnel and Negotiations Committee - April 11, 2022
- Ad Hoc Planning for Elementary Growth Committee - No meeting
- Ad Hoc Return to School Committee - No meeting
- Ad Hoc Committee on Dress Code - No meeting

XIII. Budget Hearing

XIV. 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;

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).

XV. 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 April 11, 2022.

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of April 2022 in the amount of \$4,164,597.34.

B.2. Board Secretary's and Treasurer's Report

WHEREAS, the Board of Education has received the report of the secretary for the month of March 2022.

WHEREAS, this report shows the following balances on March 31, 2022

| FUND | CASH BALANCE | APPROPRIATION BALANCE | FUND BALANCE |
|-----------------------------------|-----------------|-----------------------|----------------|
| (10) General Current Expense Fund | \$14,596,438.06 | | \$1,929,204.87 |
| (10) General Current Expense | | \$0.00 | |
| (11) Current Expense | | \$2,799,165.73 | |
| (12) Capital Outlay | | \$110,997.77 | |
| (13) Special Schools | | \$1,250.52 | |
| (20) Special Revenue Fund | (\$34,586.74) | \$40,696.54 | \$0.00 |
| (30) Capital Projects Fund | (\$115,194.57) | (\$432,167.26) | \$0.00 |
| (40) Debt Service Fund | \$0.00 | \$0.00 | \$0.00 |
| TOTAL GOVERNMENTAL FUNDS | \$14,446,656.75 | \$2,519,943.30 | \$1,929,204.87 |
| (60) Milk Fund | \$4,049.49 | (\$357,631.48) | \$15,660.49 |
| (61) Juice and Water Fund | \$1,358.13 | \$0.00 | \$1,358.13 |
| TOTAL ENTERPRISE FUNDS | \$5,407.62 | (\$357,631.48) | \$17,018.62 |

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, 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.3. Budget Transfers for Month of March 2022

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. | 11-000-100-566-000-08-01 | Tuition - Private Schools | 11-000-291-270-000-00-00 | Health Benefits | \$24,700 |
| 2. | 11-000-270-420-000-10-00 | Transportation - Repair & Maint. | 11-000-270-514-000-10-00 | Special Ed Transportation - Parents | \$4,000 |
| 3. | 11-190-100-320-030-03-99 | Purchased Prof. Educ. Svcs. - CS | 11-000-291-270-000-00-00 | Health Benefits | \$10,000 |

| | | | | | |
|-----|--------------------------|-------------------------------------|--------------------------|--------------------------------------|----------|
| 4. | 11-190-100-320-033-07-99 | Purchased Prof. Educ. Svcs. - MS | 11-000-291-270-000-00-00 | Health Benefits | \$10,000 |
| 5. | 11-190-100-320-035-04-99 | Purchased Prof. Educ. Svcs.- MHS | 11-000-291-270-000-00-00 | Health Benefits | \$10,000 |
| 6. | 11-190-100-320-040-05-99 | Purchased Prof. Educ. Svcs. - ALT | 11-000-291-270-000-00-00 | Health Benefits | \$10,000 |
| 7. | 11-190-100-320-050-06-99 | Purchased Prof. Educ. Svcs. - WS | 11-000-291-270-000-00-00 | Health Benefits | \$10,000 |
| 8. | 11-190-100-500-035-04-00 | Other Purchased Services - MHS | 11-190-100-610-035-04-10 | Instructional Supplies - MHS | \$725 |
| 9. | 11-240-100-101-035-04-00 | Salaries - Bilingual Teachers- MHS | 11-215-100-101-035-04-01 | Salaries - Preschool Teachers - MHS | \$472 |
| 10. | 11-240-100-101-040-05-00 | Salaries - Bilingual Teachers - ALT | 11-215-100-101-035-04-01 | Salaries - Preschool Teachers - MHS | \$472 |
| 11. | 12-000-261-730-000-00-00 | Required Maintenance Equipment | 11-000-291-270-000-00-00 | Health Benefits | \$55,000 |
| 12. | 12-000-270-734-000-00-00 | School Bus - Special Ed | 11-000-270-161-000-10-00 | Salaries - Transportation | \$24,000 |
| 13. | 12-000-270-734-000-00-00 | School Bus - Special Ed | 11-000-270-161-000-10-02 | Trans. - Special Ed - Sub Drivers | \$13,370 |
| 14. | 12-000-270-734-000-00-00 | School Bus - Special Ed | 11-000-270-503-000-10-00 | Aid in Lieu of Transportation | \$14,000 |
| 15. | 12-000-270-734-000-00-00 | School Bus - Special Ed | 11-000-270-515-000-10-00 | Special Ed Transportation (Jointure) | \$10,000 |
| 16. | 12-000-400-450-035-09-00 | Construction - Rooftop Unit - MHS | 11-000-291-270-000-00-00 | Health Benefits | \$33,000 |
| 17. | 12-120-100-730-030-11-01 | Instructional Equipment - Tech CS | 11-000-291-270-000-00-00 | Health Benefits | \$23,975 |
| 18. | 12-120-100-730-035-11-01 | Instructional Equipment - Tech.-MH | 11-000-291-270-000-00-00 | Health Benefits | \$18,000 |
| 19. | 12-120-100-730-040-11-01 | Instructional Equipment - Tech.-ALT | 11-000-291-270-000-00-00 | Health Benefits | \$11,990 |
| 20. | 12-120-100-730-050-11-01 | Instructional Equipment - Tech.- WS | 11-000-291-270-000-00-00 | Health Benefits | \$1,475 |

B.4. Food Service Recommendation for the 2022-2023 School Year
RESOLVED, the Board of Education approves the Student Food Service Working Group's short-term recommendation. The program will create a partnership for the 2022-2023 school year between the district, the PTOs, and a food service vendor. The partnership will promote multiple and healthy options every day, a subsidy system to provide free lunch to students in need, and reduced waste and recyclable materials, to the greatest extent practicable.

B.5. Adoption of the 2022-2023 Budget
RESOLVED, the Board of Education approves the 2022-2023 Warren Township School District Budget as approved by the Executive County Superintendent of Schools for Somerset County. The budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards and is in compliance with N.J.S.A. 18A and N.J.A.C Title 6 and 6A.

| Final 2022-2023 Budget | | | |
|----------------------------|--------------|-------------------------|--------------|
| Appropriations: | | Revenue: | |
| Fund 10 | | | |
| Operating Budget | \$45,106,168 | State Aid: General Fund | \$2,169,770 |
| Deposit to Capital Reserve | \$500 | Tax Levy: General Fund | \$42,115,485 |
| Capital Outlay | \$24,700 | Other Revenues | \$704,665 |
| Summer School | \$321,552 | Fund Balance | \$463,000 |
| FUND 10 TOTAL | \$45,452,920 | FUND 10 TOTAL | \$45,452,920 |

| | | | | |
|--------------------------------|--------------|--|------------------|--------------|
| | | | | |
| Fund 20 | | | | |
| Special Revenue Appropriations | \$481,972 | | Grants - Local | \$21,000 |
| | | | Grants - Federal | \$460,972 |
| | | | | |
| Fund 40 | \$0 | | Fund 40 | \$0 |
| | | | | |
| GRAND TOTAL | \$45,934,892 | | GRAND TOTAL | \$45,934,892 |

FURTHER RESOLVED, per NJAC 6A:23B-1.2(b), the budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2022-2023 final budget includes a maximum travel appropriation of \$125,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, and be it

FURTHER RESOLVED, a Board of Education may, and this Board does, establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required for regular business travel, and be it

FURTHER RESOLVED, the Board of Education hereby authorizes the Superintendent and Business Administrator to implement the 2022-2023 budget as hereby approved.

C. Personnel/Student Services

C.1. Employment for the 2022-2023 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 |
|-------------------|---|----------|--------|------|----------|--|------------|---------------------------|
| Katherine Cimei | School Psychologist 02-40-06/bbp | ALT | MA+30 | 3 | \$74,222 | August 29, 2022 through June 30, 2023 | Yes | To replace employee #3579 |
| Sarah McCarthy | Occupational Therapist 02-3019/bbr 02-33-19/azy | WS/CS | MA | 5 | \$70,282 | August 29, 2022 through June 30, 2023 | Yes | To replace employee #0604 |
| Stephanie Dimakos | Special Education Teacher 02-30-19/bci/ | CS | MA | 8 | \$74,297 | August 29, 2022, through June 30, 2023 | Yes | To replace employee #3466 |

| | | | | | | | | |
|-------------------|---|------------|-----------|----------|-----------------|--|------------|----------------------------------|
| | 02-30-19/akm | | | | | | | |
| Anne Isedeh | Nurse 02-30-09/ani | CS | MA | 4 | \$69,166 | August 29, 2022 through June 30, 2023 | Yes | To replace employee #2217 |
| Teresa Giordano | Special Education Teacher 02-40-19/adt | ALT | MA | 9 | \$75,837 | August 29, 2022 through June 30, 2023 | Yes | To replace employee #3218 |
| Jenny Duch | Grade 5 Teacher 02-40-22/bgf | ALT | MA | 9 | \$75,837 | August 29, 2022 through June 30, 2023 | Yes | To replace employee #3390 |

C.2. Substitute Teachers

RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2021-2022 school year.

| |
|---------------------|
| Name |
| Jodi Seubert |
| Toni Moss |
| Reilly Lazas |

C.3. Retirement/Resignations

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

| Name | Position | Location | Retirement/Resignation | Dates of Service |
|--------------------|---|------------|------------------------|--|
| Chelsea Giunta | Teacher Special Education 02-30-19/azf | CS | Resignation | September 1, 2015 through June 30, 2022 |
| Aditi Patel | Teacher Special Education 02-40-19/bld | ALT | Resignation | April 3, 2020 through June 30, 2022 |

C.4. Appointment of certificated WTEA-eligible Staff 2022-2023 School Year
RESOLVED, that the Board of Education approves the list of WTEA-eligible staff employment, dated April 14, for the 2022-2023 school year.

C.5. Appointment of certificated WTAA-eligible Staff 2022-2023 School Year
RESOLVED, that the Board of Education approves the list of WTAA-eligible staff employment, dated April 14, for the 2022-2023 school year.

C.6. Appointment of certificated Unaffiliated Staff 2022-2023 School Year
RESOLVED, that the Board of Education approves the list of Unaffiliated staff employment, dated April 14, for the 2022-2023 school year.

C.7. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2022-2023 school year:

| Location | Position | Full-Time Equivalent |
|----------|---|----------------------|
| WS | Grade 1 02-50-22/bnf | 1.0 |
| WS | LLD Special Education 02-50-19/bng | 1.0 |
| WS | LLD 1:1 Paraprofessional 32.5 hrs per week 08-50-08/bnh | 1.0 |
| WS | LLD 1:1 Paraprofessional 32.5 hrs per week 08-50-08/bni | 1.0 |
| WS | 1:1 Paraprofessional 32.5 hrs per week 08-50-08/bnj | 1.0 |
| ALT | Grade 4 02-40-22/bnk | 1.0 |
| WMS | French Teacher 02-33-22/anr | 1.0 |
| WMS | Guidance Secretary | 1.0 |

- C.8. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves the abolishment of the following positions for 2022-2023 school year:

| Location | Position | Full-Time Equivalent |
|----------|---|----------------------|
| WS | Grade K 02-50-22/baf | 1.0 |
| WS | Grade 4 02-50-22/blv | 1.0 |
| WMS | Instrumental Music 02-33-22/azp | 1.0 |
| WMS | Special Education 02-33-19/bcy 02-33-19/apy | 1.0 |
| WMS | ASAP Math 02-33-22/bdq | 0.6 |
| WMS | French Teacher 02-33-22/anr | 0.4 |
| WMS | School Counselor 02-33-23/bkj | 1.0 |
| CS | Grade Kindergarten 02-30-22/baa | 1.0 |
| WMS | WMS Coordinator of Guidance Services | 1.0 |

| | | |
|-----|-------------------------|-----|
| ALT | Grade 5 02-40-22/bae | 1.0 |
|-----|-------------------------|-----|

C.9. Settlement Agreement
RESOLVED, that the Board of Education approves the settlement agreement between the Warren Township Board of Education and the Warren Township Education Association.

C.10. Crisis Prevention Intervention Initial/Refresher Training Instructor Stipend
RESOLVED, that the Board of Education approves the following staff as Crisis Prevention Intervention (CPI) Instructor. Each staff member will be reimbursed at the WTEA contract rate \$50.00 per hour. For a total cost shall not exceed \$900.00.

| Course | Staff Member | Date | Prep hours | Instructor Hours | Total Cost |
|---|-----------------|--------------------|------------|--|------------|
| CPI Initial Training Instructor Stipend | Jessica Decelle | May 31, 2022 | 6 | Within contract day paid for prep only | \$300.00 |
| CPI Refresher Training Instructor Stipend | Jessica Decelle | May 26, 2022 | 3 | Within contract day paid for prep only | \$150.00 |
| CPI Initial Training Instructor Stipend | Rebecca Hartman | June 16 & 17, 2022 | 6 | Within contract day paid for prep only | \$300.00 |
| CPI Refresher Training Instructor Stipend | Rebecca Hartman | May 3, 2022 | 3 | Within contract day paid for prep only | \$150.00 |

C.11. 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 |
|---------------|---|--|--|
| Krystle Kelly | May 1, 2022 | Warehouse Asst 04-03-21/bie Transportation Monitor 12-00-24/amt \$24,745 | Driver/Warehouse 04-03-21/alt \$45,719 |
| Adam DiPaolo | August 29, 2022 through December 23, 2022 | Preschool Paraprofessional 32.5 hrs per week 08-35-08/bne | Grade 5 Teacher Leave Replacement 02-35-22/aj3 BA+15, Step 16-17 \$78,281 (Non-Tenure) |

XVI. Unfinished Business

XVII. New Business

- Student Transportation Procedure - Multiple Township Residences

XVIII. Public Commentary (any topic)

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;

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).

XIX. Adjourn

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|---|
| <p>2020-2025 Strategic Plan Goals</p> <ol style="list-style-type: none"> 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. |
| <p>2021-2022 Board Goals</p> <ol style="list-style-type: none"> 1. Reestablish best practices for norms of board communications and operations. 2. Support a communications strategy for the referendum. 3. Support the implementation of year two strategic plan priorities: <ol style="list-style-type: none"> a. Return all students to school in traditional length school days. b. Administer common assessments and support staff in the process of analyzing and using results to inform goal setting and promote student investment in the learning. (Competencies Goal 1) c. Develop staff's understanding of and capacity to effectively use growth mindset strategies to support curriculum, classroom culture, and student learning. (Competencies Goal 1) d. Establish social emotional values, expectations, and practices in community and culture building as a foundation for academic success. (Competencies Goal 2; Health, Wellness, & Safety Goal 1) e. Develop a flowchart for change management. (Voice & Engagement Goal 2) f. Pilot a full-day preschool program. (Equity & Consistency Goal 1) g. Determine the elementary school structures and zones that will maximize equitable access to student learning opportunities. (Equity & Consistency Goal 1) h. Address annual items in the Safe Havens school safety action plan. (Health, Wellness, & Safety Goal 2) |