

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* April 26, 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/WarrenTBOE042621>.

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 April 12, 2021 Board Meeting.

V. Correspondence and Information

· **HIB Information**

**Total # of Investigations:**

1

**Total # of Determined Bullying Incidents**

1

· **Suspension Report**

In School:

0

Out of School:

0

VI. President's Remarks – Mr. Marc Franco

VII. Superintendent's Remarks – Dr. Matthew Mingle

- VIII. Presentations
- Mt. Horeb School Student Feature - Mr. Scott Cook
  - Final Budget Presentation - Dr. Matthew Mingle and Mrs. Patricia Leonhardt
- IX. Discussion
- 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](mailto: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 April 12, 2021.
- A.2. 2022-2023 Calendar  
RESOLVED, that the Board of Education approves the 2022-2023 calendar.
- 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 2021 in the amount of \$3,921,924.43.
- B.2. 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
Matthew Mingle	BOE	New Jersey Association of School Administrator Mentor Training Program	Online	April 2021	\$395

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.3. Technology Purchase

RESOLVED, that the Board of Education hereby approves the following purchase:

- Dell R640 servers (2) - \$11,355.01 each, total of \$22,710.02. Purchase from Dell through NJ State Cooperative Purchasing agreement M0483.
- Nimble Storage HF20H - \$24,611.17. Purchase from Glencom Systems Inc.

(This motion supersedes previous motion from March 15, 2021.)

B.4. District School Street Zoning

RESOLVED, the Board of Education approves zoning the following street to the Woodland School Zone, beginning in September, 2021:

- Silver Leaf Court

No current students are affected by this change.

B.5. NJSIG - ERIC North Sub-Fund Application for Safety Grant Program

RESOLVED, the Board of Education approves the submission of a grant application for the Safety Grant Program through the New Jersey School Insurance Group's ERIC North Sub-Fund for the qualified purposes of offsetting the cost district-wide radio communications. The grant monies, in the amount of \$10,810, are for the period of July 1, 2021 to June 30, 2022.

B.6. Adoption of the 2021-2022 Budget

RESOLVED, the Board of Education approves the 2021-2022 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 2021-2022 Budget				
Appropriations:			Revenue:	
Fund 10				
Operating Budget	\$43,971,392		State Aid: General Fund	\$2,047,299
Deposit to Capital Reserve	\$500		Tax Levy: General Fund	\$41,523,430
Capital Outlay	\$237,700		Other Revenues	\$498,415

Summer School	\$321,552		Fund Balance	\$462,000
FUND 10 TOTAL	\$44,531,144		FUND 10 TOTAL	\$44,531,144
Fund 20				
Special Revenue Appropriations	\$413,521		Grants - Local	\$1,000
			Grants - Federal	\$412,521
Fund 40	\$0		Fund 40	\$0
GRAND TOTAL	\$44,944,665		GRAND TOTAL	\$44,944,665

*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 2021-2022 tentative 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 2021-2022 budget as hereby approved.

- B.7. Purchasing Approval  
RESOLVED, that the Board of Education hereby approves the following annual Cooperative purchasing:
- School Specialty, through State Contract 17DPP00111, for school supplies, at an amount not to exceed \$100,000.
- (This motion supersedes the School Specialty approval from October 5, 2020.)
- B.8. Contract Approval  
RESOLVED, that the Board of Education hereby approves a contract for the provision of nursing services for Student #3138342376 through Bayada Home Health Care, Inc. for May 3, 2021 through June 30, 2021. Hourly rate not to exceed \$54.50, for an approximate total cost of \$10,464.

C. Personnel/Student Services

- C.1. Employment for the 2021-2022 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
Achau Nguyen	ELL Teacher 02-00-22/bls	District	MA	5	\$69,458	August 30, 2021 through June 30, 2022	N	New Position

C.2. ELL Virtual Parent Night Staff Stipend 2020-2021

RESOLVED, that the Board of Education approves the following staff for reimbursement to participate in the ELL Virtual Parent Night event. The staff member will be reimbursed at the WTEA contractual rate \$50.00 per hour. The total cost shall not exceed \$200.00. Cost to be fully funded by ESEA Title III.

Name	Event	Total Hours	Total Cost
Lauren Valera	ELL Virtual Parent Night	4	\$200.00

C.3. Long Term Substitute

RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee #
Maryann Minervini	May 3, 2021 through June 17, 2021	#3207

C.4. Appointment of Summer Fun 2021 Certificated Staff

RESOLVED, that the Board of Education approves the list of Summer Fun certificated staff at the following hourly rates:

- a. Teachers and Guidance Counselors - **\$45.00**
- b. Speech Teachers - \$72.50
- c. Substitute Teachers - \$17.00
- d. Nurse and Substitute Nurse - **\$45.00**

All certificated staff are also approved as Summer Fun substitutes as applicable.

C.5. **Appointment of the 2021 Summer Fun Paraprofessional Staff**

RESOLVED, that the Board of Education approves the list of Summer Fun paraprofessionals at the following hourly rates:

- a. Paraprofessional/Substitute Paraprofessional - Adult - \$16.00
- b. Paraprofessional/Substitute Paraprofessional - College Student - \$13.00
- c. Paraprofessional/Substitute Paraprofessional - High School Student - \$11.00

All paraprofessionals are also approved as Summer Fun substitutes as applicable. **(\*Updated list dated April 23, 2021.)**

C.6. Appointment of the 2021 Summer Fun Volunteers

RESOLVED, that the Board of Education approves the list of Summer Fun Volunteers.

C.7. Leave Request

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

Employee ID	Paid/Unpaid
#0682	FMLA - April 13, 2021 through on or about May 7, 2021 AM (½ days and paid)
#3207	FMLA - April 21, 2021 through <b>May 5</b> , 2021 (paid) FMLA - May <b>6</b> , 2021 through June 17, 2021 (unpaid)
#3504	FMLA - May 27, 2021 through June 17, 2021(paid)

C.8. Approval to Create Positions

RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2021-2022 school year:

Location	Position	Full-Time Equivalent
District	ELL Teacher 02-00-22/bls	1.0

D. Policy

D.1. Policies - Second Reading

RESOLVED, that the Board of Education amends the following policy and approves the second reading of the following policy.

Number	Name	New/Revision	Source of Changes
P1648.01	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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XVI. 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.