

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* April 27, 2020 \* 7:00 PM  
Virtual Meeting

**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 by clicking [here](#).

I. Call to Order and Statement of Presiding Officer Christian Bellmann, 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 20, 2020. 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

\_\_\_David Brezee

\_\_\_Marc Franco

\_\_\_Christian Bellmann

\_\_\_Susie Chu

\_\_\_Ayanna Taylor-Venson

\_\_\_Mark Bisci

\_\_\_Lisa DiMaggio

\_\_\_Patricia Zohn

IV. Public Hearing on Superintendent's Contracts

- Mr. Bellmann will read the following Statement:
  - Chapter 53 requires Boards of Education to permit the public to comment on any changes or amendments to certain administrative contracts as they are renewed. Tonight, we are permitting public comment on the proposed amendment on the contract of our Superintendent of Schools, Dr. Mingle. The Board will be voting to amend Dr. Mingle's current contract as well as approve a new contract for 2020-2025.

V. Opportunity for Public Comment on the Superintendent's Contracts

- The public is invited to review both the Amended 2017-2020 and New 2020-2025 Superintendent contracts at <https://www.warrentboe.org/board/general/contracts/>

VI. Motion to close the Public Hearing on the Superintendent's Contracts

VII. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the April 13, 2020 Board Meeting.

VIII. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

0

· Suspension Report

In School:

Out of School:

0

0

IX. President's Remarks – Mr. Christian Bellmann

X. Superintendent's Remarks – Dr. Matthew Mingle

- Quarter 3 Board & District Goals Update

XI. Presentation

- 2020-2021 Warren Township School District Budget - Public Hearing

XII. Discussion

XIII. Committee Reports

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 13, 2020.

A.2. Mathematics Textbook Adoption  
RESOLVED, that the Board of Education approves the updated Ready Classroom program, Grades K through 8, as aligned with the New Jersey Student Learning Standards.

A.3. Flexible Instruction Plan  
RESOLVED, that the Board of Education approves the Flexible Instruction Plan for submission to the New Jersey Department of Education.

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 2020 in the amount of \$3,961,669.32.

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, 2020; and  
WHEREAS, this report shows the following balances on March 31, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$16,410,871.07		\$1,063,861.93
(10) General Current Expense		\$38,614.00	
(11) Current Expense		\$2,684,338.87	
(12) Capital Outlay		\$61,981.55	
(13) Special Schools		\$16,076.43	
(20) Special Revenue Fund	(\$26,886.24)	\$28,423.94	\$0.00
(30) Capital Projects Fund	\$4,504,619.40	(\$4,324,055.58)	(\$1,763,502.48)
(40) Debt Service Fund	\$60,336.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$20,948,940.23	(\$1,494,620.79)	(\$699,640.55)
(60) Milk Fund	\$13,591.41	\$ (26,000.00)	\$ 5,198.02
(61) Juice and Water Fund	\$3,700.01	\$ (11,000.00)	\$ 1,811.56
TOTAL ENTERPRISE FUNDS	\$17,291.42	(\$37,000.00)	\$7,009.58

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.3. Budget Transfers for Month of March 2020  
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.	11-000-222-600-033-07-12	Library Books - Middle	11-190-100-640-030-12-00	Textbooks-Series Replacement - CS	\$2,100
2.	11-000-223-500-030-08-00	Staff Training - Other Purchased	11-000-223-580-040-08-00	Workshops & Travel - SPS - ALT	\$930

		Services - SPS - CS			
3.	11-000-223-500-033-08-00	Staff Training - Other Purchased Services - SPS - MS	11-000-223-580-040-08-00	Workshops & Travel - SPS - ALT	\$850
4.	11-000-223-500-035-08-00	Staff Training - Other Purchased Services - SPS - MHS	11-000-223-580-040-08-00	Workshops & Travel - SPS - ALT	\$770
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	\$770
6.	11-000-223-500-050-08-00	Staff Training - Other Purchased Services - SPS - WS	11-000-223-580-040-08-00	Workshops & Travel - SPS - ALT	\$610
7.	11-000-223-500-030-12-00	Staff Training - Other Purchased Services - Curriculum - CS	11-000-223-580-033-12-00	Workshops & Travel - Staff Training - MS	\$4
8.	11-000-223-500-033-12-00	Staff Training - Other Purchased Services - Curriculum - MS	11-000-223-580-033-12-00	Workshops & Travel - Staff Training - MS	\$370
9.	11-000-223-500-035-12-00	Staff Training - Other Purchased Services - Curriculum - MHS	11-000-223-580-033-12-00	Workshops & Travel - Staff Training - MS	\$4
10.	11-000-223-500-040-12-00	Staff Training - Other Purchased Services - Curriculum - ALT	11-000-223-580-033-12-00	Workshops & Travel - Staff Training - MS	\$4
11.	11-000-223-500-050-12-00	Staff Training - Other Purchased Services - Curriculum - WS	11-000-223-580-033-12-00	Workshops & Travel - Staff Training - MS	\$33
12.	11-000-252-800-000-11-01	Technology - Miscellaneous	11-000-252-600-000-11-01	Technology - Supplies	\$115
13.	11-000-262-610-000-09-00	Building Supplies - Maintenance	11-000-262-622-033-09-07	Electricity - MS	\$20,000
14.	11-000-270-615-000-10-00	Transportation Supplies	11-000-270-610-000-10-00	General Transportation Supplies	\$2,000
15.	11-190-100-580-033-07-00	Travel (Instructional) - Middle	11-190-100-610-033-07-10	Instructional Supplies - MS	\$150
16.	12-000-261-730-030-09-03	Maintenance Equipment - CS	11-000-261-420-040-09-05	Maintenance Repairs - ALT	\$4,050

B.4. CARES Amendment Approval

RESOLVED, that the Board of Education hereby approves an update to the district's Tax Sheltered Annuities terms and conditions, thereby incorporating the flexibilities as enacted by the Coronavirus Aid, Relief and Economic Security (CARES) Act.

B.5. Adoption of 2020-21 Budget

RESOLVED, the Board of Education approves the 2020-2021 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.

2020-2021 Budget			
Appropriations:			Revenue:
Fund 10			
Operating Budget	\$43,449,312		State Aid: General Fund
Transfer to Charter Schools	\$0		Tax Levy: General Fund
Deposit to Capital Reserve (Interest allocation)	\$500		Other Revenues
			\$1,915,420
			\$41,193,378
			\$582,957

Capital Outlay	\$4,702,887		Fund Balance	\$461,000
Summer School	\$320,658		Withdrawal from Capital Reserves for Debt Service Payment	\$4,320,602
TOTAL	\$48,473,357			\$48,473,357
Fund 20				
Special Revenue Appropriations	\$408,551		Grants - Local	\$1,000
			Grants - Federal	\$407,551
Fund 40	\$6,606,703		Debt Service Fund Balance	\$60,336
			Transfer from Capital Reserve	\$4,320,602
			State Debt Service Aid	\$2,225,765

*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 2020-2021 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 2020-2021 budget as hereby approved,

B.6. Dell Purchases

RESOLVED, that the Board of Education hereby approves the following purchases from Dell:

- 515 Dell 11 3100 Chromebooks and Licenses at a combined cost of \$373.50 each, for a total of \$192,352.50.
- 20 Dell 75 4K Interactive Touch Monitors and Wall Mounts at a combined cost of \$3,330.78 each, for a total of \$66,615.60.
- 100 Dell Latitude 5400 with docking stations at a combined cost of \$1,181.63 each, for a total cost of \$118,163.

All purchasing under New Jersey State Contract M0483.

B.7. Purchasing Approval

RESOLVED, that the Board of Education hereby approves the following Cooperative purchasing:

- Haig Service Corp, through Ed Data Services Bids #8525 (Burglar Alarm Services) and Bid #8535 (Fire Alarm Services, at an amount not to exceed \$70,000.

- B.8. Math Materials Purchase  
RESOLVED, that the Board of Education hereby approves the purchase of the Ready Classroom Math series for Grades K through 8, at a cost not to exceed \$88,303.84.
- B.9. Resolution Regarding Assembly Bill 3902  
RESOLVED, that the Board of Education hereby adopts the resolution regarding the transmission of property tax revenue to school districts, as proposed in Assembly Bill 3902.
- B.10. Transportation Contracts for Out-of-District Students  
RESOLVED, that the Board of Education approves transportation contracts for the transportation of students for the 2020-2021 ESY and Regular School Year as follows:

Host	Joining District	Destination	Revenue
Warren	Watchung Hills Regional High School	RH1	\$5,409.73 (ESY)
Warren	Watchung Hills Regional High School	RH1	\$32,457.60 (SY)

C. Personnel/Student Services

- C.1. Long Term Substitutes  
RESOLVED, that the Board of Education approves the following individuals as a Long Term Substitutes:

Name	Effective Date	Replacing Employee
Lauren Webster	On or about May 18, 2020 through on or about June 5, 2020 (This motion supersedes the previous motion approved on April 13, 2020.)	#3450
Christina Mancino	April 20, 2020 through June 19, 2020 (This motion supersedes the previous motion approved on March 9, 2020.)	#2693

- C.2. Leave Request  
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#0738	FFCA - April 20, 2020 through May 1, 2020 (paid) FMLA - May 4, 2020 through May 15, 2020 (paid)
#2262	FFCA - April 13, 2020 through April 24, 2020 (paid) FMLA - April 27, 2020 through May 15, 2020 (paid)
#1593	FFCA - April 17, 2020 through April 30, 2020 (paid)
#2693	FMLA - April 16, 2020 through May 28, 2020 (paid) FMLA - May 29, 2020 (unpaid) NJFLA - June 1, 2020 through October 20, 2020 (unpaid) Extended child rearing leave - October 21, 2020 through June 30, 2021 (unpaid)

#3450	Extended Leave of Absence - On or about May 18, 2020 through May 29, 2020 (unpaid) (This motion supersedes the previous motion approved on April 13, 2020.)
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C.3. Contract Amendment

WHEREAS the Warren Township Board of Education (“Board”) and Superintendent Dr. Matthew Mingle are parties to an employment contract with an original contract term of July 1, 2017 through June 30, 2022; and

WHEREAS, the Board and Dr. Mingle desire to revise the contract to reflect a new termination date of June 30, 2020; and

WHEREAS the modification will also affect the compensation portion of said contract effective July 19, 2019; and

WHEREAS, the revised employment contract for Dr. Mingle was approved by the Interim Executive County Superintendent on February 21, 2020;

NOW THEREFORE BE IT RESOLVED, the Board hereby approves the revised employment between the Board and Dr. Mingle effective July 1, 2017 through June 30, 2020, in accordance with the terms and conditions therein.

C.4. Employment Contract Approval

RESOLVED, that the Board of Education hereby approves a contract of employment between the Warren Township Board of Education and Dr. Matthew Mingle as Superintendent of Schools for the period July 1, 2020 through June 30, 2025.

C.5. Job Description

RESOLVED, that the Board of Education approves the following new job description:

Position
Warehouse Assistant

C.6. After School Activities/Clubs

RESOLVED, that the Board of Education approves the following:

Name	Club/Activity	Location	Sessions	Cost
Bruno, Emily	WMS Gives Back	MS	15	\$735
Albanese, Danine	8th Grade Book Club	MS	15	\$735
Albanese, Danine	7th Grade Book Club	MS	15	\$735
McCloskey, Diane	Musical Theater	MS	15	\$735
Kraminitz, Michelle	Culinary Adventures	MS	15	\$735
Rizzoli, Steven	Bird Watching	MS	15	\$735

C.7. Employee Termination

RESOLVED, the Board of Education terminates the 2019-2020 employment contract for Employee #2766 effective April 28, 2020.

- XVI. Unfinished Business
- XVII. New Business
  - Flexible Instruction Days
- XVIII. Public Commentary (any topic)

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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. 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:

- the WTEA 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 non-administrator staff review)

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.

XX. Adjourn

2019-2020 Board Goals
<ol style="list-style-type: none"> <li>1. Negotiate successor collective bargaining agreements with the WTAA and WTEA.</li> <li>2. Adopt a five-year capital improvement plan.</li> <li>3. Adopt a strategic plan.</li> </ol>
2019-2020 District Goals
<ol style="list-style-type: none"> <li>1. Develop programs and practices that support each student and staff member in learning about and practicing a lifestyle that is socially, emotionally, and mentally healthy.           <ul style="list-style-type: none"> <li>- Whole Child connection - Healthy, Safe, Supported</li> </ul> </li> <li>2. Implement consistent safety and security procedures and practices throughout the district.           <ul style="list-style-type: none"> <li>- Whole Child connection - Healthy, Safe</li> </ul> </li> <li>3. Collaboratively develop a strategic plan with community stakeholders by Spring 2020.           <ul style="list-style-type: none"> <li>- Whole Child connection - Healthy, Safe, Engaged, Supported, Challenged</li> </ul> </li> </ol>