

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * August 23, 2021 * 7:00 PM

Warren Middle 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/WarrenTBOE082321>.

Due to parking lot paving, participants will be directed to park across the street in the Warren Township lot. Signs and cones will be used to direct participants to the appropriate entrance.

In accordance with Executive Order 251, face coverings are required in all school facilities, including at this Board of Education meeting.

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 July 19, 2021 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

0

Total # of Determined Bullying Incidents:

0

· Suspension Report

In School:

Out of School:

- VI. President's Remarks – Mr. Marc Franco
- VII. Superintendent's Remarks – Dr. Matthew Mingle
- VIII. Presentation
 - Return to School Update - Dr. Mingle
- IX. Discussion
 - Board Norms for Communication and Operations
- 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 July 19, 2021.
 - A.2. Tuition Contract
RESOLVED, that the Board of Education approves a tuition contract with the parents of Student #6177416312 for attendance at Mt. Horeb School, effective September 1, 2021 through June 30, 2022, at a monthly cost of \$424.50.

A.3. Board Goals

RESOLVED, that the Board of Education adopts the following goals for the 2021-2022 school year:

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:
 - 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 2)
 - 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)

A.4. Curriculum Guides - 2021

RESOLVED, that the Board of Education approves the following new and revised curriculum guides:

1. K-8 ESL
2. 2-8 World Language
3. 6-8 Computer Science
4. 6-8 Music Cycles
5. K-8 Visual Arts
6. Gifted and Talented Handbook

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of August 2021 in the amount of \$2,106,311.04.

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

WHEREAS, the Board of Education has received the report of the secretary for the month of June 2021;

WHEREAS, this report shows the following balances on June 30, 2021:

FUND	CASH BALANCE	APPROPRIATION BALANCE	UNAPPROPRIATED FUND BALANCE
(10) General Current Expense Fund	\$10,462,630.47		\$1,929,204.87
(10) General Current Expense		\$0.00	
(11) Current Expense		\$3,042,629.18	
(12) Capital Outlay		\$170,400.48	
(13) Special Schools		\$161,914.24	
(20) Special Revenue Fund	\$0.00	\$31,249.80	\$0.00
(30) Capital Projects Fund	\$0.00	\$243,006.78	\$0.00
(40) Debt Service Fund	\$0.00	\$0.65	\$0.00

TOTAL GOVERNMENTAL FUNDS	\$10,462,630.47	\$3,649,201.13	\$1,929,204.87
(60) Milk Fund	\$4,049.49	\$0.00	\$ 15,660.49
(61) Juice and Water Fund	\$1,358.13	\$0.00	\$ 1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	\$0.00	\$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 (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. 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
Melissa Smolenski	District	Nonviolent Crisis Intervention Instructor Certification Program	Springfield, NJ	Sept. 2021	\$3,699
Jessica Decelle	MS	Nonviolent Crisis Intervention Instructor Certification Program	Springfield, NJ	Sept. 2021	\$3,699
Michelle Zgombic	MH	New Jersey Educational Computing Cooperative	Montclair, NJ	Sept. Oct. Nov. Dec. 2021 Jan. Feb. Mar. Apr. May June, 2022	\$231

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. Masking

RESOLVED, that the Warren Township Board of Education, hereby requests that the State provide local, fact-specific masking requirements based on publicly available data rather than a statewide mask mandate.

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
Alanna Schwartz	ELA Teacher 02-33-22/bdj	WMS	BA	2	\$60,409	August 30, 2021 through June 30, 2022	N	To replace employee #1209
Latrice Fairley	1:1 Paraprofessional, 32.5 hrs 08-30-08/bfp	CS	N/A	1	\$26,964	August 30, 2021 through June 30, 2022	N	To replace employee #3442
Alethia Gallien	Multi-Duty Paraprofessional, 20 hrs per week 08-30-15/bmi	CS	N/A	1	\$14,883	August 30, 2021 through June 30, 2022	N	New Position
Elisabeth Weaver	1:1 Paraprofessional 08-35-08/bgs	MH	N/A	1	\$26,964	August 30, 2021 through June 30, 2022	N	To replace employee #2207
Emily Zengel	Leave Replacement School Counselor	WMS	MA	1	\$65,504	August 30, 2021 through December 23, 2021	N	To replace employee #1415
Ruth Serino	1:1 Paraprofessional, 32.5 hrs 08-35-08/bmm	MH	N/A	15-16	\$31,394	August 30, 2021 through June 30, 2022	N	New Position
Jennifer Armao	Multi-Duty Paraprofessional, 15 hrs per week 08-35-15/bmj	MH	N/A	1	\$11,162.50	August 30, 2021 through June 30, 2022	N	New Position
Stuart Januszanis	Grounds Maintenance 04-00-21/bhn	District	N/A	N/A	\$45,000 (prorated)	September 7, 2021 through June 30, 2022	N	To replace employee #3517
Christie Zomer	Leave Replacement Teacher	WS	BA	1	\$59,549 (prorated)	August 30, 2021 through December 23, 2021	N	To replace employee #3059
Sarah Hughes	Special Education Teacher	ALT	MA	1	\$65,504	August 30, 2021 through June 30, 2022	N	To replace employee #3390
Kelly Yeager	Special Education Teacher 02-40-22/bjf	MH	BA	1	\$59,549	August 30, 2021 through June 30, 2022	N	To replace employee #1475

Erick Velasquez	0.4 Physical Education Teacher 02-33-22/biu	WMS	BA	1	\$23,819	August 30, 2021 through June 30, 2022	N	To replace employee #3513
Joanna Kania	Night Custodian	MH	N/A	N/A	\$37,500	August 24, 2021 through June 30, 2022	N	To replace employee #3302
Regina Valenti	Part-Time Multi-Duty Paraprofessional 15 hrs per week 08-40-15/bmh	ALT	N/A	N/A	\$11,162	On or about August 30, 2021 through June 30, 2022	N	New Position
Seria Tucker	1:1 Paraprofessional, 32.5hrs per week 08-40-08/bff	ALT	N/A	6-10	\$29,585	On or about August 30, 2021 through June 30, 2022	N	New Position
Beata Wilczynski	1:1 Paraprofessional, 32.5 hrs per week 08-40-08/bgk	ALT	N/A	13-14	\$30,777	On or about August 30, 2021 through June 30, 2022	N	To replace employee #2885
Celeste Massa	Part-Time Multi-Duty Paraprofessional, 6 hrs per week 08-50-15/bmk	WS	N/A	5	\$4,842	On or about August 30, 2021 through June 30, 2022	N	New Position
Andrea Fazio	Part-Time Multi-Duty Paraprofessional, 9 hrs per week 08-50-15/bmk	WS	N/A	5	\$7,263	On or about August 30, 2021 through June 30, 2022	N	New Position
Kimberly Bostory	Technology Teacher/Coach 02-40-22/dbx 02-50-22/bdy	WS/ALT	MA+45	8-9	\$83,493	August 30, 2021 through June 30, 2022*	N	To replace employee #0485

*(This motion supersedes previous motion from May 10, 2021.)

C.2. Substitutes

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

Name
Latrice Fairley
Emily Zengel
Erick Velasquez
Mary Buccarelli (School Nurse)
ToniAnn Waters

C.3. Leave Request

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

Employee ID	Paid/Unpaid
#2530	FMLA - August 30, 2021 through November 19, 2021 (unpaid)
#3059	FMLA - On or about June 4, 2021 through June 30, 2021 (paid) NJFLA - August 30, 2021 through November 19, 2021 (unpaid) Extended Leave - November 20, 2021 through December 23, 2021 (unpaid) (This motion supersedes the previous motion approved on March 1, 2021)
#3466	LOA - August 30, 2021 through on or about November 10, 2021 (unpaid)
#1128	FMLA - August 30, 2021 through October 29, 2021 (½ day) (Paid) FMLA - October 29, 2021 (½ day) through November 10, 2021 (unpaid)

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 Boylan	August 30, 2021 through June 30, 2022	Multi-Duty Para (office) - \$12,923 08-33-15/bep - 15 hrs per week	Multi-Duty Paraprofessional (office) - \$12,923 08-33-15/bep -15 hrs per week Multi-Duty Paraprofessional (cafe) \$12,923 08-33-15/bmi
Francesca Frosoni	August 30, 2021 through June 30, 2022	ALT Grade 3 Teacher 02-40-22/agu	MH/CS Instructional Specialist 02-00-04/ayv
Rebecca Sutherland	August 30, 2021 through June 30, 2022	CS Special Education 02-30-19/blk	CS Grade 5 Teacher 02-30-22/auk
Laura Rodaman	August 30, 2021 through June 30, 2022	CS Grade 4 Teacher 02-30-22/atm	CS Special Education 02-30-19/blk
Megan O'Donnell	August 30, 2021 through June 30, 2022	CS Grade 5 Teacher 02-30-22/auk	CS Grade 4 Teacher 02-30-22/atm
Elizabeth Maag	August 30, 2021 through June 30, 2022	MH Special Education Grade 1 Teacher	MH Kindergarten Teacher
Dianne Harris	August 30, 2021 through June 30, 2022	MH Special Education Grade 2 Teacher	MH Special Education Grade 1 Teacher
Richard Bardy	August 30, 2021 through November 19, 2021	WMS 1:1 Paraprofessional	WMS Long-Term Substitute Special Education Teacher
Leslie Mupo	August 30, 2021 through June 30, 2022	1:1 Paraprofessional, 32.5 hrs per week 08-35-08/bib \$32,023.30	Classroom Paraprofessional, 30 hrs per week 08-35-08/bgs \$29,560.00

- C.5. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves to abolish the following positions for 2021-2022 school year:

Location	Position	Full-Time Equivalent
CS	Classroom Paraprofessional, 30 hrs 08-30-08/bmg	1.0
MH	Classroom Paraprofessional, 30 hrs 08-35-08/big	1.0

- C.6. 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
MH	1:1 Paraprofessional, 32.5 hrs 08-35-08/bmm	1.0
MH	Kindergarten Teacher 02-35-22/bac	1.0

- C.7. Special Education Service Provider List
RESOLVED that the Board of Education approves the addition of United Therapy Solutions to the Service Provider List as a provider of a substitute Speech Language Pathologist, at an hourly rate of \$95.

- C.8. Advancement on the Salary Guide
RESOLVED, that the Board of Education approves the following staff for amended placements on the 2021-2022 salary guide:

Name	From	To	Effective
Brielle Crowe	MA+15	MA+30	09/01/2021
Sara von Bartheld	MA	MA+15	09/01/2021
Linnea Middleton	BA+15	MA	09/01/2021
Katie Koczon	BA+15	MA	09/01/2021

- C.9. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/ Resignation	Dates of Service
Francis Schaedel	Bus Driver, 25 hrs per week 12-00-24/aku	District	Resignation	September 11, 2020 through August 27, 2021
Sherri Strauss	1:1 Paraprofessional, 32.5 hrs per week 08-40-08/bgk	ALT	Resignation	January 29, 2014 through September 8, 2021

Shelley Stupay	Paraprofessional 08-35-08/bgt	MH	Retirement	February 25, 2002 through October 31, 2021
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C.10. Kindergarten Orientation Program

RESOLVED, that the Board of Education approves the following district staff to prepare and present to new staff, as per the WTEA negotiated agreement, for 1 hour at a rate of \$50 per hour. The total cost is not to exceed \$900.00:

Name		
Kelly Blessing-Maire	Julie Jagiello	Alex Pranzo
Jan Brennan	Elizabeth Maag	Kelly Stankiewicz
Rachel Bringuier	Reid Maglione	Ali Steffner
Sharon Carroll	Karen Marino	Tara Taggart
Meredith Fishelman	Andrea McGuire	Joan Toth
Patricia Iannacone	Barbara Pellicano	Doris Zanchelli

C.11. Summer Curriculum Instruction Projects 2021-2022

RESOLVED, that the Board of Education approves the following staff for the 2021-2022 curriculum writing projects, as per the WTEA negotiated agreement, at a rate of \$50 per hour, at a maximum of 10 hours, for a total cost not to exceed \$500.00:

Name
Francesca Frosoni

C.12. Long Term Substitute

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

Name	Effective Date	Replacing Employee #
Celeste Ostry	August 30, 2021 through on or about November 10, 2021	#1128
SzeKai (Jessica) Tsui	September 1, 2021 through November 19, 2021	#3482

C.13. NJPSA Equity in Action Summer Training

RESOLVED, that the Board of Education approves the summer required professional development participant contracted hourly \$20 per hour for attendance at NJPSA Equity in Action summer training on August 5 and 23, 2021. The total cost not to exceed \$360.

Name
Cynthia Cassidy
Christine Cirrotti
Linda Yu

C.14. Amendment of Employment Contract

RESOLVED, that the Board of Education hereby approves the amended contract of employment between the Warren Township Board of Education and Michael Pate, Supervisor of Buildings and Grounds.

C.15. WTEA Stipend Positions 2021-2022

RESOLVED, that the Board of Education approves the following WTEA stipend positions per the contracted rate for the 2021-2022 school year:

Lunchroom Supervisors		
Grade 6	Grade 7	Grade 8
Sean Mealey	David Arnold	Nicholas Bayachek
Brenda Sasso	Donna Bardy	Danielle Buzby
Lisa Seccamanie	Celeste Ostry	Sean Convery
TBD	John Seremula	TBD

C.16. New Staff Induction Program Mentors

RESOLVED, that the Board of Education approves the following employees for their participation as mentors in the New Staff Induction Program orientation for 6 hours on August 24, 2021, at the WTEA contractual rate of \$50 per hour per employee, for a total cost not to exceed **\$4,200**.

Name			
Sanjita Livingston	Elena Marinello	Lauren Valera	Jessica Mironski
Marissa Sarao	Mark Weber	Rebecca Sutherland	Michele Wolkun
Christina Tommaso	Jacqueline Fattell	Colleen Krumm	Vivien Plesmid
Helen Scully	Andrew Ahimovic		

C.17. Warren Middle School Staff Additional Hours Summer 2021

RESOLVED, that the Board of Education approves the following Middle School staff to work extra days, at the employee's per diem rate, as noted below:

Name	Position	Amount
Emily Zengel	Guidance Counselor	\$327.52 per day, not to exceed one day

D. Policy

D.1. Policies – Abolish

RESOLVED, that the Board of Education approves the abolishment of the following policies:

Number	Name	New/Revision	Source of Changes
P1648	Restart and Recovery Plan	Abolish	SEA

P1648.02	Remote Learning Options for Families	Abolish	SEA
P1648.03	Restart and Recovery Plan - Full-Time Remote Instruction	Abolish	SEA

D.2. Policies – First Reading and Adoption

RESOLVED, that the Board of Education approves the first reading and adoption of the following policy:

Number	Name	New/Revision	Source of Changes
P1648.11	The Road Forward COVID-19 - Health and Safety	New	SEA

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary (any topic)

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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).

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:

pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege

Action will not be taken upon return to public session;

the length of the meeting is anticipated to be approximately 20 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.