

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* January 26, 2026 \* 6:30 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://us02web.zoom.us/j/84896807828?pwd=U4lem5l52YTI9TsMkFm8VH2LMv4jeh.1>

I. Call to Order and Statement of Presiding Officer Patricia Zohn, 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 12, 2026. This notice was on that date posted on the bulletin board in the Township Office, sent to the Courier News, 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

___Kevin Brotspies	___Laura Keller	___Ryan Valentino
___Nicole Dalton	___Richard Molfetta	___Todd Weinstein
___Bridget Granholm	___Stephen Toor	___Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the January 5, 2026 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

0

Total # of Determined Bullying Incidents:

0

· Suspension Report

In School:

0

Out of School:

0

VI. President's Remarks – Mrs. Patricia Zohn

VII. Superintendent's Remarks – Dr. Matthew Mingle

- School Board Recognition Month

- VIII. Presentation
- Mid-Year Strategic Plan Update - Dr. Matthew Mingle, Mr. William Kimmick, Mr. Chris Heagele, Mrs. Molly Lange
- IX. Discussion
- Norms for Board Communication and Operations
- X. Reports of Board Members Appointed to External Assignments 2026
- New Jersey School Board Association Delegate Assembly
    - Stephen Toor, and Patricia Zohn - Alternate
  - Somerset County Educational Services Commission
    - Nicole Dalton and Bridget Granholm - Alternate
  - Watchung Hills Municipal Alliance Committee
    - Richard Molfetta and Ryan Valentino - Alternate
  - Warren Township Opioid Advisory Committee
    - Kevin Brotspies
- XI. Committee Reports
- Curriculum and Technology Committee - December 22, 2025
    - Stephen Toor - Chair, Kevin Brotspies, Todd Weinstein, Bridget Granholm - Alternate
  - Finance, Operations, and Security Committee - January 20, 2026
    - Patricia Zohn - Chair, Rich Molfetta, Ryan Valentino, Kevin Brotspies - Alternate
  - Personnel, Negotiations, and Communication Committee - No Meeting
    - Laura Keller - Chair, Nicole Dalton, Bridget Granholm, Todd Weinstein - Alternate
  - Planning for Growth Working Group - No Meeting
    - Laura Keller - Chair, Patricia Zohn, Kevin Brotspies
- XII. 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).

The Board of Education welcomes and encourages input from the public. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

XIII. 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 January 5, 2026.

A.2. Settlement Agreement

RESOLVED, that the Board of Education hereby approves a settlement agreement with the guardian of student #5629581146.

A.3. Out-of-District Placement

RESOLVED, that the Board of Education approves the following change of Out-of District placement for the 2025-2026 School Year:

School	Student ID	Dates	SY Cost
Montgomery Academy	#6633536241	January 20 through June 30, 2026	\$47,983
Deron School	#3311437766	January 26 through June 30, 2026	\$63,618
Shepard School	#7756726904	January 28 through June 30, 2026	\$29,917

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of January 2026 in the amount of \$3,240,792.96.

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 December 2025.

WHEREAS, this report shows the following balances on December 31, 2025

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$4,607,237.57		\$1,764,029.33
(10) General Current Expense		\$0.00	
(11) Current Expense		\$1,357,630.06	
(12) Capital Outlay		\$1,583,068.51	
(13) Special Schools		\$55,951.15	
(20) Special Revenue Fund	(\$321,493.83)	\$96,898.14	\$0.00
(30) Capital Projects Fund	\$897.33	(\$2,842,718.60)	\$586,804.37
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$4,286,641.07	\$250,829.26	\$2,350,833.70
Wealth Mgmt - Capital Reserve	\$8,440,000.00		
Wealth Mgmt - Operating	\$3,200,000.00		
Wealth Mgmt - Capital Projects	\$8,615,101.00		
Wealth Mgmt - Debt Service	\$82,668.17		
TOTAL WEALTH MANAGEMENT	\$20,337,769.17		
(62) Food Service Account	\$210,159.85	(\$419,037.15)	\$108,603.29

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 December 2025

RESOLVED, the Board of Education ratifies the attached 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.

B.4. 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
Krystle Kelly	B&G	New Jersey School Buildings and Grounds Association Conference	Atlantic City	Mar 2026	\$482
Cheryl Hall	Transportation	New Jersey Pupil Transportation Conference	Atlantic City	Mar 2026	\$836
Molly Lange	Special Services	Handle With Care - Instructor Re-Certification	Hamilton	Apr 2026	\$647

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.5. Sale/Disposal of Obsolete Cabinets

RESOLVED, that the Board of Education declares as obsolete the following items:

Items	Asset Tags
3 - Flammable Storage Cabinets	#000130, #000132 and #000869

- B.6. Acceptance of the Audit for the 2024-2025 School Year  
Auditor's Management Report and Annual Comprehensive Financial Report  
WHEREAS, the Board of Education has engaged Suplee Clooney & Company of Westfield, NJ, to audit the district's Annual Comprehensive Financial Report for the fiscal year ended June 30, 2025, in compliance with N.J.S.A.18A:23-1 et seq, and,

WHEREAS, this audit has been completed and the Annual Comprehensive Financial Report filed with the State Department of Education and submitted to the Warren Township Board of Education along with a synopsis of the audit report and recommendations, which synopsis and recommendations are available for public review, and,

Now therefore be it, RESOLVED, that the Board of Education hereby accepts the report, notes the following recommendations, and directs that appropriate corrective action be taken:

Recommendations: None

Corrective Actions: None

- B.7. School Employees' Health Benefits Program Waiver Payments  
WHEREAS, N.J.S.A. 52:14-17.31a, in conjunction with N.J.S.A. 52:14-17.46.11, permits employers participating in the School Employees' Health Benefits Program ("SEHBP") to unilaterally establish an amount to be paid to employees who agree to waive their health benefits coverage in exchange for a cash payment; and

WHEREAS, the employer has sole discretion as to whether or not to offer employees health benefits waiver payments which are not subject to the collective bargaining process in accordance with N.J.S.A. 52:14-17.31a(c); and

WHEREAS, the Board of Education previously offered an incentive for eligible employees who waive medical insurance in the amount of 25%, or \$4,000, whichever is less, of the amount saved by the employer because of the employee's waiver of coverage; and

WHEREAS, the supporting waiver language has been removed from the agreements with each of the district's bargaining units; and

WHEREAS, the Board of Education is exercising its discretion in accordance with N.J.S.A. 52:14-17.31a(c) to offer an incentive for eligible employees who waive medical insurance;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Township of Warren, County of Somerset, State of New Jersey, that it will offer an incentive for eligible employees who waive medical insurance in the amount of 25%, or \$4,000, whichever is less, of the amount saved by the employer because of the employee's waiver of coverage for Calendar Year 2026; and

BE IT FURTHER RESOLVED that an employee who has health benefit

coverage through a spouse or from another source, other than the State Health Benefits Plan or the SEHBP, and who can demonstrate same to the Business Administrator, may elect to forego all or a portion of his/her medical, dental and/or prescription coverage for a full year and receive a cash payment of twenty-five percent (25%) of the premium savings to the Board of Education, or \$4,000, whichever is less, of the amount saved by the employer. Said payment will not be considered salary, nor will it be considered pensionable. The Business Office shall provide the forms by which an employee shall waive coverage and apply for payment; and

BE IT FURTHER RESOLVED that an employee who has waived all or a portion of his/her medical benefit coverage will be allowed to restore such coverage on an immediate basis, without the necessity of a health questionnaire for the employee or his/her family members, in the event of a hardship or change of life event. Reentry to all health benefit coverage for reason of hardship or change of life applies only in the following situations, which result in the loss of health benefits coverage through the employee's spouse or other source:

- Termination of employment (proof of termination of benefits required);
- Legal Separation (a copy of decree is required);
- Group contract/policy terminated (proof of termination of benefits required);
- Disability of spouse which eliminates benefits (proof of termination of benefits required);
- Divorce (a copy of the decree is required);
- Death of Spouse (a copy of death certificate is required);
- Military Discharge (a copy of DD214 is required);

Application under these circumstances must be made within sixty (60) days of the life event to the Board of Education's Payroll/Benefit Office.

In addition, any employee who has waived all his/her health benefit coverage may automatically restore his/her coverage by applying during the open enrollment period during any year. The reinstatement date under such conditions will be January 1. It will not be necessary for any employee or his/her family members to complete a Statement of Health (proof of insurability) to restore coverage during the open enrollment period.

C. Personnel/Student Services

C.1. Employment for the 2025-2026 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	Location	Degree	Step	Base Salary	Stipend	Total Salary	Effective Date	Tenure	Discussion
*Nicholas Sciancalepore	Leave Replacement School Psychologist	ALT	MA+30	1	\$76,730	\$0	\$76,730	On or around February 27, 2026, through	No	Replacing Employee #3958

								June 30, 2026		
*Jose Algarin	Part-Time Custodian	MTH	N/A	N/A	\$16,800	\$0	\$16,800	January 6, 2026 through June 30, 2026	No	Replacing Employee #3586

(\*This motion supersedes previous approved motion from December 22, 2025)

- C.2. Substitute Teacher  
RESOLVED, that the Board of Education approves the following to be appointed as a substitute teacher for the 2025-2026 school year.

Name
Aimee DiMeo Fine

- C.3. Leave Request  
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#2553	FMLA - October 30, 2025, through December 25, 2025 (Paid) Extended Medical Leave - December 26, 2025, through around January 9, 2026 (Paid) (This motion supersedes the previous motion approved on September 29, 2025)
#1217	FMLA - January 21, 2026, through March 20, 2026 (Paid) Extended Medical Leave - March 28, 2026, through April 24, 2026 (Paid)
#2414	FMLA - February 2, 2026, through April 10, 2026 (Paid) NJFLA - April 13, 2026, through May 29, 2026 (Unpaid) (This motion supersedes the previous motion approved on November 17, 2025)
#1950	Intermittent FMLA - January 14, 2026, through February 25, 2026 (Paid)
#3644	Intermittent FMLA - January 8, 2026, through March 5, 2026 (Paid)
#3650	Intermittent FMLA - January 15, 2026, through June 15, 2026 (Paid)
#4014	Administrative Leave - January 13, 2026, through January 26, 2026 (Paid)

- C.4. Retirement/Resignation  
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Laura Lamson	Physical Education Teacher	CS	Retirement	September 1, 1995, through March 31, 2026
Noelle Perrine	Bus Driver	District	Retirement	September 19, 2005, through June 30, 2026
Dannine Albanese	Social Studies Teacher	WMS	Retirement	February 15, 1995, through June 30, 2026

Rosemarie Kielblock	Bus Driver	District	Retirement	September 8, 2020, through June 30, 2026
Kathleen Erskine	Multi-Duty Paraprofessional (30 Hours)	ALT	Retirement	August 29, 2022, through June 30, 2026
Amitava Biswas	Speech Therapist - Long Term Substitute	MTH	Resignation	January 5, 2026, through January 8, 2026
Susan Jackson	Media Specialist	ALT	Retirement	November 1, 1995, through June 30, 2026
Brenda Hilferty	Extended Day Paraprofessional (35 Hours)	MTH/Transportation	Resignation	August 26, 2025, through January 26, 2026

C.5. Advancement on the Salary Guide

RESOLVED, that the Board of Education approves the following staff for amended placements on the 2025-2026 salary guide:

Name	From	To	Effective
Jill Andrews	MA+15	MA+30	02/01/2026
Meagan Praul	MA	MA+15	02/01/2026
Richard Bardy	MA	MA+15	02/01/2026
Emily Netta	MA	MA+15	02/01/2026
Lyndsay Carroll	BA+15	MA+15	02/01/2026

C.6. Sidebar Agreement

RESOLVED, that the Board of Education approves the sidebar agreement between the Warren Township Board of Education and the Warren Township Education Association regarding classroom paraprofessional positions.

C.7. Long Term Substitutes

RESOLVED, that the Board of Education approves the following Long Term Substitutes:

Name	Dates	Employee #
Julie Samuels	On or about March 27, 2026, through June 30, 2026	#3218
*Darcy Passaro	December 2, 2025, through on or about February 24, 2026	#3399

(\*This motion supersedes previous approved motion from November 17, 2025)

C.8. 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	Base Salary	Stipend	Total Salary	Discussion
Aubrey Pellerin	April 1, 2026, through June 30,	Physical Education Teacher	Physical Education Teacher	\$79,747	\$0	\$79,747	Replacing Employee



	2026	MTH/CS	CS				#0470
Bonnie Smith	On or about January 27, 2026 through June 30, 2026	1:1 Paraprofessional (30 Hours) MTH	Extended Day Paraprofessional (35 Hours) MTH/Transportation	\$34,551	\$2,000	\$36,551	Replacing Employee #4014

- C.9. Supervisor Stipend  
RESOLVED, that the Board of Education approves the following position for the 2025-2026 school year:

Club	Name	Amount
Basketball Supervisor	David Arnold Scott Vaglio	\$50 per hour (not to exceed 60 hours total)

(This motion supersedes the previous motion approved on July 21, 2025)

- C.10. Extra Duty Stipend  
RESOLVED, that the Board of Education approves the extra duty payment for Ruth Rillo at an hourly rate of \$26.81 for extra work performed during a leave replacement from January 21, 2026, to April 24, 2026, for a total not to exceed \$791.

- C.11. Clubs/After School Activities  
RESOLVED, that the Board of Education approves the following 2025-2026 after school clubs and instructors at the negotiated stipend rate.

Name	Club	School	Cost
Haley Isabella	5th Grade Talent Show	CS	\$735

#### D. Policy

- D.1. Policies and Regulations - First Reading  
RESOLVED, that the Board of Education approves the first reading of the following policies and regulation:

Number	Policy Name	New/Revision	Source of Changes
P0142.1	Nepotism	R	SEA
P1220	Employment of Chief School Administrator	R	SEA
P1552	Sexual Harassment - Staff	N	SEA

Number	Regulation Name	New/Revision	Source of Changes
R1552	Sexual Harassment - Staff	N	SEA

#### XIV. Unfinished Business

XV. New Business

XVI. Public Commentary (any topic)

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XVII. Adjourn

District Mission Statement

"The mission of the Warren Township School District is to provide, through a safe, nurturing yet challenging environment, all students with an outstanding education that engages students and fosters academic excellence, healthy social and emotional development, and a lifelong passion for learning."

2025-2030 Strategic Plan Goals

1. Student Learning
  - 1.1 Elevate Academic Rigor and Engagement
  - 1.2 Personalize Learning and Provide Comprehensive Support for All Learners
2. Student and Staff Well-Being
  - 2.1 Foster a Safe, Supportive, and Inclusive School Climate
  - 2.2 Strengthen Mental Health and Wellness Supports
3. Planning for Growth
  - 3.1 Plan for Enrollment Growth and Space Needs

2025-2026 Board Goal

1. Each Board member will participate in at least one community outreach activity during the 2025-2026 school year to strengthen two-way communication with the broader community.