

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting *January 3, 2023 * 7:00 PM
Warren Middle School

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/WarrenTBOE010323>.

I. Call to Order and Statement by Board Secretary Christopher Heagele

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 5, 2022. This notice was on that date posted on the bulletin board in the Township Office, sent to the Courier News and TAPinto 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. Election Results

For entry into the minutes, Mr. Heagele provided the Somerset County Clerk certified results of the Annual School Election, held on November 8, 2022:

Warren Township - Three (3) Three Year Board of Education Seats

- Natalie Feuchtbaum
- Scott Otto
- Patricia Zohn

IV. Oath of Office

- The Oath of Office will be administered to Mrs. Feuchtbaum, Mr. Otto and Mrs. Zohn by Mr. Heagele.

V. Roll Call

___David Brezee ___Natalie Feuchtbaum ___Ryan Valentino

___Daniel Croson ___Laura Keller ___Todd Weinstein

___Mehul Desai ___Scott Otto ___Patricia Zohn

VI. Election of Board Officers

A. President: _____

The newly elected Board President will preside over the remainder of the meeting.

B. Vice President: _____

VII. Annual Reorganization Action Items

A. Policies

RESOLVED, the Board of Education approves adoption of current Board Policies & Bylaws for the Calendar Year 2023.

B. Service Appointments

RESOLVED, the Board of Education approves the following:

1. The Courier News as the official school district newspaper for the Calendar Year 2023.
2. The Echoes-Sentinel as official alternate newspaper to be used in lieu of the Courier News, when necessary, for the Calendar Year 2023.
3. TAPinto Warren as official electronic news source for the Calendar Year 2023.
4. The appointment of Cleary Giacobbe Alfieri Jacobs, LLC (non fair and open) as Board Attorneys for the Calendar Year 2023 at the following hourly rates:
 - a) \$165 - Partner
 - b) \$160 - Counsel
 - c) \$155 - Associate
 - d) \$90 - Law clerks and paralegalsat an approximate total cost not to exceed \$64,000.
5. The appointment of Parette Somjen Architects, LLC as the architect of record (non fair and open) for the Calendar Year 2023, at an approximate total cost not to exceed \$20,000 with terms as specified in the contract.

C. Board Meeting Dates

RESOLVED, the Board of Education approves the following list of meetings for the Calendar Year 2023:

**WARREN TOWNSHIP BOARD OF EDUCATION
2023 MEETING SCHEDULE**

(NOTE: All meetings will be held in person and virtually. All meetings are assumed to be held in the Library at the Middle School unless otherwise noted. All meetings are to be held on a Monday unless otherwise noted.)

| <u>DATE</u> | <u>TIME</u> |
|-----------------------------------|----------------------------------|
| January 3, 2023 REORGANIZATION | 7:00 pm |
| January 23, 2023 | 6:30 pm |
| February 6, 2023 | 6:30 pm At Central School |
| February 27, 2023 | 6:30 pm At A.L. Tomaso School |
| March 20, 2023 | 6:30 pm At Woodland School |
| April 24, 2023 | 6:30 pm At Mt. Horeb School |
| May 15, 2023 | 6:30 pm |
| June 12, 2023 | 6:30 pm |

| | |
|-----------------------------------|---------|
| July 17, 2023 | 4:00 pm |
| August 21, 2023 | 6:30 pm |
| September 18, 2023 | 6:30 pm |
| October 16, 2023 | 6:30 pm |
| November 20, 2023 | 6:30 pm |
| December 11, 2023 | 6:30 pm |
| January 8, 2024 REORGANIZATION | 6:30 pm |

D. Board Member Code of Ethics

RESOLVED, the Board of Education acknowledges that each Board Member has received a copy of the Code of Ethics as follows:

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confine my board action to policy making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the Superintendent.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the Superintendent and will act on such complaints at public meetings only after failure of an administrative solution.

E. District Mission Statement

RESOLVED, the Board of Education readopts the district's mission statement as follows:

"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."

F. Appointments

1. The election of _____ as Board Representative to the NJSBA Delegate Assembly for the Calendar Year 2023 and the election of _____ as the alternate.

2. The election of _____ as the Board Representative to the Somerset County Educational Services Commission for the Calendar Year 2023 and the election of _____ as the alternate.
 3. The election of _____ as Board Representative to the Watchung Hills Municipal Alliance Committee for the Calendar Year 2023 and the election of _____ as the alternate.
 4. The appointment of the Superintendent of Schools as the Board Representative to the Morris Union Jointure Commission Board of Education for the Calendar Year 2023.
 5. The appointment of the Superintendent of Schools and Board of Education president as liaisons to the Warren Township committee.
- G. 2023-2024 School Year Tuition Rates for Employees' Children
 RESOLVED, that the Board of Education approves the following as the 2022-2023 tuition rates for children of staff members.
- Kindergarten- Grade 8: \$4,417

*****End of Reorganization Items*****

VIII. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the December 19, 2022 Board Meeting.

IX. Correspondence and Information

· HIB Information

| | |
|----------------------------|---|
| Total # of Investigations: | Total # of Determined Bullying Incidents: |
| 0 | 0 |
| _____ | _____ |

· Suspension Report

| | |
|------------|----------------|
| In School: | Out of School: |
| 0 | 0 |
| _____ | _____ |

· Fire Drills

| | | | | |
|------------|----------------|------------------|-----------------|---------------|
| <u>ALT</u> | <u>Central</u> | <u>Mt. Horeb</u> | <u>Woodland</u> | <u>Middle</u> |
| December 8 | December 9 | December 21 | December 8 | December 8 |

· Security Drills

| | | | | |
|--|--|---|---|---|
| <u>ALT</u> | <u>Central</u> | <u>Mt. Horeb</u> | <u>Woodland</u> | <u>Middle</u> |
| December 1 Active Shooter Lockdown | December 5 Active Shooter Lockdown | December 22 Active Shooter Lockdown | December 12 Active Shooter Lockdown | December 12 Active Shooter Lockdown |

- X. President's Remarks
- XI. Superintendent's Remarks - Dr. Matthew Mingle
- XII. Presentations
- XIII. Discussion

~~XIV. Committee Reports~~

- ~~● Curriculum, Communications, and Technology Committee – No meeting~~
 - ~~○ Laura Keller – Chair, Mark Bisci, Daniel Croson, Lisa DiMaggio~~
- ~~● Finance, Operations, and Security Committee – No meeting~~
 - ~~○ Patricia Zohn – Chair, Mark Bisci, David Brezee, Ryan Valentino~~
- ~~● Personnel and Negotiations Committee – No meeting~~
 - ~~○ Todd Weinstein – Chair, Mehul Desai, Laura Keller~~

- XV. 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).

- XVI. Items for Board Consideration/Action

The Superintendent recommends that it be:

A. Education

A.1. HIB Report

RESOLVED, that the Board of Education approves the HIB Report submitted by the Superintendent for the period ending on December 19, 2022.

A.2. Bedside Instruction

RESOLVED, the Board of Education approves the bedside instruction through Silvergate Prep for Student #4383537048, for an additional 2 weeks beginning December 19, 2022, at an hourly rate of \$40, at a cost not to exceed \$560.

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the period December 20, 2022 through December 31, 2022 in the amount of \$1,626,515.22.

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 |
|----------------|----------|---|------------------|----------|---------|
| Lauren Floroff | ALT | Non-Violent Crisis Intervention & Blended Certification Training | South Plainfield | Feb 2023 | \$4,249 |
| Derek Ressa | District | New Jersey Association of Pupil Services Administrators - Winter Conference | Monroe Township | Jan 2023 | \$170 |

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. Travel Reimbursement Mileage Rate

RESOLVED, that the Board of Education hereby approves the reimbursement rate for district travel in a personal vehicle to be \$0.47 per mile, per the New Jersey State Appropriations Act.

B.4. Purchasing Approval

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

- Atra Janitorial Supply Co, through Ed Data Services Bid #10425 for assorted janitorial supplies, at an amount not to exceed \$200,000.
- Cablevision Lightpath - NJ, Inc. through cooperative purchasing agreement NJDRLAP through ESCNJ, for internet and voice services, at an amount not to exceed \$250,000.
- Dell, through State Contract M0483, for computer equipment, peripherals and related services, at an amount not to exceed \$350,000.
- School Specialty, through State Contract T0114 and various ED Data Service Bids, for school supplies, at an amount not to exceed \$175,000.
- SHI International Corp, through cooperative purchasing agreement E-8801-NJSBA-ACESCPS as well as other cooperative purchasing agreements, for technology purchasing, at an amount not to exceed \$200,000.
- Staples Business Advantage, through various Ed Data Services Bids, for office/computer supplies, at an amount not to exceed \$100,000.

- B.5. Transportation for Out-of-District Students
RESOLVED, that the Board of Education approves a transportation contract for the transportation of students for the 2022-2023 School Year as follows:

| Host | Joiner | Destination | Route | Revenue |
|--------|-------------------|---------------------------|-------|-------------------|
| Warren | Long Hill Twp BOE | Various (Sports Trips) | - | \$75.00 per hour* |

*Minimum Revenue: \$200 per trip

- B.6. **Transportation for Out-of-District Student - 2022-2023 School Year**
RESOLVED, that the Board of Education approves the transportation contract with Somerset County Educational Services Commission for 2022-2023 School Year transportation for out-of-district student as follows:

| School | Student ID # | Cost |
|----------------------|--------------|-------------------|
| East Mountain School | 4383537048 | \$271.70 per diem |

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 |
|--------------|--|----------|--------|------|----------|---|--------|--------------|
| Emily Purkis | 1:1 Preschool Paraprofessional, 32.5 hrs 08-35-08/boi | MH | N/A | 1 | \$27,923 | On or about January 4, 2023 through June 30, 2023 | No | New Position |

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

| Employee ID | Paid/Unpaid |
|-------------|--|
| #1194* | FMLA - November 28, 2022 through on or about January 20, 2023 (paid) |
| #3344** | FMLA - November 18, 2022 through January 9, 2023 (paid) |

*(This motion supersedes previous motion from November 21, 2022)

** (This motion supersedes previous motion from November 21, 2022)

C.3. Hiring
RESOLVED, that the Board of Education authorizes the Superintendent to extend offers of employment for which there may be a vacancy or which are predicated by enrollment numbers between January 4, 2023 through January 8, 2024, subject to ratification of the Board at its next scheduled meeting.

C.4. Substitute Teachers
RESOLVED, that the Board of Education approves the following to be appointed as substitute teachers for the 2022-2023 school year.

| |
|------------------------|
| Name |
| Elisabeth Morris |
| Gianna Riccio |
| Griffin LeBlond |

C.5. Warren Academy Courses - Instructor Stipend 2022-2023
RESOLVED, that the Board of Education approves the following staff for reimbursement as an Instructor. Each instructor will be reimbursed at the WTEA contractual rate \$50.00 per hour.

| Staff Member | Course | Date | Prep Hours | Instructor Hours | Cost Total Not to Exceed |
|------------------|--------------------------------|--------------------------------|------------|------------------|--------------------------|
| Michelle Zgombic | Making Classlink Work for You! | January 31, & February 2, 2023 | 2 | 2 | \$200.00 |

C.6. Clubs/After School Activities
RESOLVED, that the Board of Education approves the following 2022-2023 after school activities/clubs, and the instructors, at the negotiated stipend rate.

| Name | Club | School | Cost |
|--------------|-----------------------------------|--------|-------|
| Susan Cooper | Chess and Other Games of Strategy | MS | \$735 |

C.7. WTEA Stipend Position 2022-2023
RESOLVED, that the Board of Education approves the following WTEA stipend position per the contracted rate for the 2022-2023 school year:

| Name | Club/Activity |
|-------------------|----------------|
| Aleksandra Wagner | Softball Coach |

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

| Location | Position | Full-Time Equivalent |
|----------|---|----------------------|
| MH | 1:1 Preschool Paraprofessional 08-35-08/bok | 32.5 |
| MH | 1:1 Preschool Paraprofessional 08-35-08/bol | 32.5 |

XVII. Unfinished Business

XVIII. New Business

XIX. 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;

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).

XX. 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. |
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2022-2023 District Goals

1. Student Achievement
 - a. Prioritize social emotional learning as a foundational component of academic growth and success.
2. Belonging
 - a. Increase staff capacity to understand and engage with equity issues in order to support staff and students.
 - b. Create a culture that values belonging and community.
 - c. Incorporate student voice in the concept of belonging.
3. Elementary School Rezoning
 - a. Plan for the implementation of new enrollment zones in the 2023-2024 school year.
 - i. Phase 1 - Model Development
 - ii. Phase 2 - Zone Development
 - iii. Phase 3 - Implementation Planning
 - iv. Phase 4 - Implementation
4. Safety
 - a. Evaluate the district's safety and security procedures and identify opportunities for enhancement.
5. Capital Planning
 - a. Implement referendum projects.
 - b. Implement short-term lunch programs and plan for long-term lunch program implementation.
 - c. Update the long-range capital plan.

2022-2023 Board Goals

1. Adopt a new five-year capital plan.
2. Negotiate a successor collective bargaining agreement with the Warren Township Administrators Association.