

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \*January 4, 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/WarrenTBOE010421>.**

I. Call to Order and Statement by Board Secretary Patricia Leonhardt

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 7, 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. Election Results

For entry into the minutes, Mrs. Leonhardt provided the Somerset County Clerk certified results of the Annual School Election, held on November 3, 2020:

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

- David Brezee
- Laura Keller
- Todd Weinstein

Warren Township - One (1) One Year Board of Education Seat

- Lori Ruckstuhl-Clar

IV. Oath of Office

- The Oath of Office will be administered to Mr. Brezee, Ms. Keller, Mrs. Ruckstuhl-Clar and Mr. Weinstein by Mrs. Leonhardt.

V. Roll Call

___ Aaron Bellish	___ Lisa DiMaggio	___ Lori Ruckstuhl-Clar
___ Mark Bisci	___ Marc Franco	___ Todd Weinstein
___ David Brezee	___ Laura Keller	___ 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 2021.

B. Service Appointments

RESOLVED, the Board of Education approves the following:

1. The Echoes-Sentinel as the official school district newspaper for the Calendar Year 2021.
2. The Courier News and Star-Ledger as official alternate newspapers to be used in lieu of the Echoes-Sentinel, when necessary, for the Calendar Year 2021.
3. TAP into Warren and the Echoes-Sentinel (online version) as official electronic news sources for the Calendar Year 2021.
4. The appointment of Cleary Giacobbe Alfieri Jacobs, LLC (non fair and open) as Board Attorneys for the Calendar Year 2021 at the following hourly rates:
  - a) \$160 - Partner
  - b) \$155 - Counsel
  - c) \$150 - 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 2021, at an approximate total cost not to exceed \$20,000, at the following hourly rates:
  - a) Principal \$167
  - b) Partner \$167
  - c) Director \$157
  - d) Senior Associate \$157
  - e) Associate \$146and additional rates and 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 2021.

**WARREN TOWNSHIP BOARD OF EDUCATION  
2021 MEETING SCHEDULE**

(NOTE: All meetings from January 2021 through June 2021 assumed to be held virtually. Beginning in July, 2021, all meetings are assumed to be held in the Library at the Middle School. All meetings are to be held on a Monday unless otherwise noted.)

DATE	TIME
January 4, 2021 REORGANIZATION	7:00pm
January 25, 2021	7:00pm
<b>TUESDAY</b> February 16, 2021	7:00pm
March 1, 2021	7:00pm
March 15, 2021	7:00pm

April 12, 2021	7:00 pm
April 26, 2021	7:00 pm
May 10, 2021	7:00 pm
May 24, 2021	7:00 pm
June 21, 2021	7:00 pm
July 19, 2021	4:00 pm
August 23, 2021	7:00 pm
September 27, 2021	7:00 pm
October 25, 2021	7:00 pm
November 22, 2021	7:00 pm
December 20, 2021	7:00 pm
January 3, 2022 REORGANIZATION	7:00 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 2021 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 2021 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 2021 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 2021.
5. The appointment of the Superintendent of Schools and Board of Education president as liaisons to the Warren Township committee.

G. 2021-2022 School Year Tuition Rates for Employees’ Children

RESOLVED, that the Board of Education approves the following as the 2021-2022 tuition rates for children of staff members.

- Kindergarten- Grade 8: \$4,245

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

VIII. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the December 14, 2020 Board Meeting.

IX. Correspondence and Information

· HIB Information

Total # of Investigations:	Total # of Determined Bullying Incidents:
0	0
<u>          </u>	<u>          </u>

· Suspension Report

In School:	Out of School:
0	0
<u>          </u>	<u>          </u>

· Fire Drills

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
Cohort A December 15	Cohort A December 8	Cohort A December 9	Cohort A December 9	Cohort A December 9
Cohort B December 11	Cohort B December 11	Cohort B December 11	Cohort B December 10	Cohort B December 10

Security Drills

<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
Cohort A December 14 Hold in Classroom	Cohort A December 8 Hold in Classroom	Cohort A December 15 Hold in Classroom	Cohort A December 21 Hold in Classroom	Cohort A December 22 Hold in Classroom
<u>ALT</u>	<u>Central</u>	<u>Mt. Horeb</u>	<u>Woodland</u>	<u>Middle</u>
Cohort B December 18 Hold in Classroom	Cohort B December 11 Hold in Classroom	Cohort B December 23 Hold in Classroom	Cohort B December 23 Hold in Classroom	Cohort B December 23 Hold in Classroom

- X. President's Remarks
- XI. Superintendent's Remarks - Dr. Matthew Mingle
- XII. Presentations
- XIII. Discussion
- XIV. Committee Reports
- 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](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).

- 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 14, 2020.

A.2. Bedside Instruction  
RESOLVED, the Board of Education approves the bedside instruction through Learn Well for Student #7674803877, beginning December 15, 2020, at an hourly rate of \$39.75, at a cost not to exceed \$2,147.

A.3. Tuition Contract  
RESOLVED, the Board of Education approves a tuition contract with the Parents of Students #3254607499 and #6020805187 for continued attendance in the Warren Township School, effective November 9, 2020 through June 30, 2021, at a total tuition cost of \$19,420.80. (This motion supersedes previous motion from November 2, 2020.)

B. Finance/Operations/Transportation

B.1. Payment of Bills  
RESOLVED, that the Board of Education approves the payment of bills for the period December 15, 2020 through December 31, 2020 in the amount of \$3,027,502.18.

B.2. Acceptance of CARES Monies Grant  
RESOLVED, that the Board of Education hereby accepts from the County of Somerset, a Coronavirus Aid, Relief and Economic Security (CARES) grant in the amount of \$35,000, to be used to offset the district's expenses required in response to Covid-19.

B.3. Donation - Warren Township Education Association  
RESOLVED, that the Board of Education accepts, with gratitude, a donation in the amount of \$1,500 from the Warren Township Education Association to be used to offset support for community members in need.

C. Personnel/Student Services

C.1. Leave Request  
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#3461	FFCRA - December 16, 2020 through December 23, 2020 (paid)
#2649	FFCRA - December 21, 2020 through December 22, 2020 (paid)
#3542	FFCRA - December 21, 2020 through December 23, 2020 (paid)
#3490	FFCRA - December 22, 2020 through December 23, 2020 (paid)
#1954	FFCRA - December 22, 2020 through December 23, 2020 (paid)
#0617	FMLA - January 4, 2021 through January 25, 2021 (paid)

~~\*(This motion supersedes the previous motion approved on May 11, 2020-)~~

C.2. Retirement/Resignation  
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/ Resignation	Dates of Service
Alfred Bennett	Part-Time Night Custodian 04-30-10/abe	Central	Resignation	April 29, 1996 - January 15, 2021

C.3. Custodial Substitutes

RESOLVED, that the Board of Education approves the following as Substitute Custodians for the 2020-2021 school year at the approved substitute custodian pay rate.

Name
Steven Scott

C.4. Approval to Create Positions

RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2020-2021:

Location	Position	Full-Time Equivalent
ALT	Social Worker 02-40-22/blm	.20
MH	Social Worker 02-35-22/bln	.80
CS	Social Worker 02-30-22/blo	.20
WS	Social Worker 02-50-22/blp	.60

C.5. Approval to Abolish Positions

RESOLVED, that the Board of Education hereby approves to abolish the following positions for 2020-2021:

Location	Position	Full-Time Equivalent
Central	02-30-06/beb	.10
Mt. Horeb	02-35-06-bec	.90
ALT	02-40-22/bkg	.50
Woodland	02-50-22/bkh	.30

C.6. 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
Victoria Cruz	January 25, 2021 through June 30, 2021	School Social Worker ALT 02-40-22/bkg WS 02-50-22/bkh	School Social Worker CS 02-30-22/blo WS 02-50-22/blp
Sara von Bartheld	January 25, 2021 through June 30, 2021	School Social Worker CS 02-30-06/beb MH 02-35-06-bec	School Social Worker ALT 02-40-22/blm MH 02-35-22/bln

**C.7. Substitute Teacher**

**RESOLVED, that the Board of Education approves the following to be appointed as a substitute teacher for the 2020-2021 school year.**

Name
Barbara LaSaracina

XVII. Unfinished Business

XVIII. New Business

XIX. 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).

XX. 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.