

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* June 22, 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 at <https://tinyurl.com/WarrenTBOE062220>.**

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 June 11, 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. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the June 8, 2020, Board Meeting.

V. **Correspondence and Information**

· **HIB Information**

Total # of Investigations:

Total # of Determined Bullying Incidents:

2

1

· Suspension Report

In School:

Out of School:

0

0

VI. President's Remarks – Mr. Christian Bellmann

C. Personnel/Student Services

- C.1. 2020-2024 WTEA Collective Bargaining Agreement Approval  
RESOLVED, that the Board of Education approves the 2020-2024 WTEA Collective Agreement which was ratified by the WTEA membership on June 16, 2020.

VII. Superintendent's Remarks – Dr. Matthew Mingle

VIII. Presentation

- 2019 New Jersey Student Learning Assessment Results - Science - Mr. Kimmick

IX. Discussion

- Return to School Topics
  - Preferred Hybrid Option
  - Transportation
  - Providing Options for Distance Learning/Telework

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;

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 June 8, 2020.
- A.2. Revised Out of District Placements 2020-21  
RESOLVED, that the Board of Education approves the revised 2020-2021 Out-of-District placement list dated June 17, 2020.

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the period June 1, 2020 through June 22, 2020 in the amount of \$4,488,825.90.

B.2. Payment of Bills

RESOLVED, that the Board of Education authorizes the School Business Administrator/Board Secretary, pursuant to Policy 6470, to audit pending bills and claims, to pay qualifying bills and claims within approved budget line item amounts, from June 23, 2020 to June 30, 2020, and to submit those bills to the Board of Education for approval at its meeting scheduled for July 20, 2020.

B.3. Board Secretary's and Treasurer's Report

WHEREAS, the Board of Education has received the report of the secretary for the month of May, 2020; and

WHEREAS, this report shows the following balances on May 31, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$11,673,511.56		\$1,063,861.93
(10) General Current Expense		\$57,522.00	
(11) Current Expense		\$2,488,848.58	
(12) Capital Outlay		\$54,576.19	
(13) Special Schools		\$16,076.43	
(20) Special Revenue Fund	(\$24,922.28)	\$31,509.27	\$0.00
(30) Capital Projects Fund	\$3,631,471.63	(\$4,326,671.58)	(\$1,763,502.48)
(40) Debt Service Fund	\$60,336.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$15,340,396.91	(\$1,678,139.11)	(\$699,640.55)
(60) Milk Fund	\$13,301.81	\$ (8,773.89)	\$ 5,198.02
(61) Juice and Water Fund	\$3,322.17	\$ (2,942.59)	\$ 1,811.56
TOTAL ENTERPRISE FUNDS	\$16,623.98	(\$11,716.48)	\$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.4. Budget Transfers for Month of May 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.	11-000-223-500-030-12-00	Staff Training - Other Purchased Services - Curriculum - CS	11-000-223-580-030-12-00	Workshops & Travel - Staff Training - CS	\$200
2.	11-000-223-500-035-12-00	Staff Training - Other Purchased Services - Curriculum - MHS	11-000-223-580-035-12-00	Workshops & Travel - Staff Training - MHS	\$200
3.	11-000-223-500-040-12-00	Staff Training - Other Purchased Services - Curriculum - ALT	11-000-223-580-040-12-00	Workshops & Travel - Staff Training - ALT	\$200
4.	11-000-223-500-050-12-00	Staff Training - Other Purchased Services - Curriculum - WS	11-000-223-580-050-12-00	Workshops & Travel - Staff Training - WS	\$200
5.	11-000-252-330-000-11-01	Technology - Professional Services	11-000-252-600-000-11-01	Technology - Supplies	\$15,000
6.	11-000-263-420-00-09-00	Grounds - Repairs & Maint. Svcs.	11-000-262-621-033-09-07	Heat - MS	\$10,000
7.	11-000-266-100-000-00-00	Salaries - Security	11-000-266-300-000-09-00	Security - Purchased Services	\$3,000
8.	11-000-266-610-030-09-03	Security - Maintenance Supplies - CS	11-000-266-300-000-09-00	Security - Purchased Services	\$163
9.	11-000-266-610-033-09-07	Security - Maintenance Supplies- MS	11-000-266-300-000-09-00	Security - Purchased Services	\$198
10.	11-000-266-610-035-09-04	Security- Maintenance Supplies - MHS	11-000-266-300-000-09-00	Security - Purchased Services	\$163
11.	11-000-266-610-040-09-05	Security- Maintenance Supplies- ALT	11-000-266-300-000-09-00	Security - Purchased Services	\$163
12.	11-000-266-610-050-09-06	Security - Maintenance Supplies - WS	11-000-266-300-000-09-00	Security - Purchased Services	\$163
13.	11-190-100-500-033-07-00	Other Purchased Services - MS	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$4,600
14.	11-190-100-500-030-12-00	Other Purchased Services - Curr- CS	11-000-291-270-000-00-00	Health Benefits	\$10,421
15.	11-190-100-500-033-12-00	Other Purchased Services - Curr- MS	11-000-291-270-000-00-00	Health Benefits	\$16,113
16.	11-190-100-500-035-12-00	Other Purchased Services-Curr - MHS	11-000-291-270-000-00-00	Health Benefits	\$6,812
17.	11-190-100-500-040-12-00	Other Purchased Services - Curr- ALT	11-000-291-270-000-00-00	Health Benefits	\$8,806
18.	11-190-100-500-050-12-00	Other Purchased Services - Curr - WS	11-000-291-270-000-00-00	Health Benefits	\$8,477
19.	11-190-100-610-030-11-01	Supplies - Instructional Hardware -CS	11-120-100-101-050-06-00	Salaries - Grades 1-5 Teachers - WS	\$2,860
20.	11-190-100-610-035-11-01	Supplies -Instructional Hardware-MHS	11-120-100-101-050-06-00	Salaries - Grades 1-5 Teachers - WS	\$2,500
21.	11-190-100-610-040-11-01	Supplies - Instructional Hardware- ALT	11-120-100-101-050-06-00	Salaries - Grades 1-5 Teachers - WS	\$2,860
22.	11-190-100-610-050-11-01	Supplies - Instructional Hardware- WS	11-120-100-101-050-06-00	Salaries - Grades 1-5 Teachers - WS	\$2,500
23.	11-190-100-640-030-12-00	Textbooks - Series Replacement - CS	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$7,945
24.	11-190-100-640-033-12-00	Textbooks - Series Replacement - MS	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$7,030
25.	11-190-100-640-035-12-00	Textbooks - Series Replacement-MHS	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$4,425
26.	11-190-100-640-040-12-00	Textbooks - Series Replacement - ALT	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$6,310
27.	11-190-100-640-050-12-00	Textbooks - Series Replacement - WS	11-130-100-101-033-07-00	Salaries - Grades 6-8 Teachers - MS	\$7,960
28.	12-000-263-730-000-09-00	Grounds - Equipment	11-000-262-621-035-09-04	Heat - MHS	\$11,694
29.	12-120-100-730-035-00-00	Library Renovations - Equipment-MHS	11-120-100-101-035-04-00	Salaries - Grades 1-5 Teachers- MHS	\$5,332

B.5. Joint Agreement between CCESC and Warren Township BOE  
RESOLVED, that the Board of Education approves entering into a General Services contract between Camden County Educational Services Commission (CCESC) and the Warren Township Board of Education, with an associated 5% administrative fee.

B.6. Transfer of Current Year Surplus to Capital Reserve  
WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Warren Township Schools Board of Education wishes to deposit the anticipated current year surplus of up to \$3,000,000 into Capital Reserve at year end, and

WHEREAS, the Warren Township Schools Board of Education has determined that up to \$3,000,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED that the Warren Township Schools Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

B.7. Flexible Spending Account Plan Changes  
RESOLVED, that the Board of Education hereby approves the proposed modifications involving a permanent increase to the allowable rollover amount and a one-time grace period for the district's Flexible Spending Account Plan (FSA).

B.8. Joint Purchasing Agreement with Somerset County  
RESOLVED, that the Board of Education approves traffic signal agreements for Mt. Horeb, Angelo L. Tomaso and Woodland Schools between the Somerset County Department of Public Works and the Warren Township Board of Education.

B.9. Purchasing Approval  
RESOLVED, that the Board of Education approves the purchase and installation of traffic signals at its Mt. Horeb, Angelo L. Tomaso and Woodland Schools, at an estimated project cost not to exceed \$85,000. Initial purchase of materials and installation through traffic signal agreement with the Somerset County Department of Public Works. Additional potential ancillary costs are included in this approval.

C. Personnel/Student Services

C.2. Employment for the 2020-2021 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
Maria Grossman	Speech Therapist 02-40-20/ahx	ALT	MA	12-13	\$74,236	8/31/2020 - 6/30/2021	N	To replace employee #0557

Sean Ulichny	Physical Education Teacher	MH	BA	1	\$58,842	8/31/2020 - 6/30/2021	N	#2277
Meghan Young	Leave Replacement Grade 1 Teacher	CS	MA	3	\$66,618	8/31/2020 - 6/30/2021	N	#2693
Julie Costa	Leave Replacement Speech Therapist	WS	MA	1	\$64,726 (prorated)	10/8/2020 - 6/11/2021	N	#2818

C.3. Warren Middle School Staff Additional Hours

RESOLVED, that the Board of Education approves the following Middle School staff to work three days prior to August 31, 2020 at the employee's per diem rate:

- a. Midge Johnson, Guidance Counselor - \$475.09 per day, not to exceed \$1,425.27
- b. Helen Scully, Guidance Counselor - \$469.20 per day, not to exceed \$1,407.60
- c. Lauren Systo, Guidance Counselor - \$398.52 per day, not to exceed \$1,195.56
- d. Lisa Lontai, School Nurse - \$469.20 per day, not to exceed \$1,407.60

C.4. Summer Curriculum Instruction Projects 2020-2021

RESOLVED, that the Board of Education approves the following staff for the 2020-2021 curriculum writing projects, as per the WTEA negotiated agreement, at a rate of \$50 per hour, at a cost not to exceed \$38,000.00:

Name				
Nancy Andrews	Lauren Farrell	Michele Kraminitz	Ashley Papcun	Melissa Smolenski
Kelly Backus	Bruce Gant	Joan Lolacano	Alyssa Pech	Kelly Stankiewicz
Mary Balkonis	Jessica Halpern	Lisa Lukko	Alexandra Pranzo	Kristen Stoyanov
Christina Beekman-Brink	Deborah Hunt	Beverly MacGorman	Tam Quach	Karen Sutherland
Kelly Blessing-Maire	Patricia Iannacone	Diane McCloskey	Allison Reu	Lauren Systo
Kristen Boni	Amy Jensen	Andrea McGuire	Kathleen Reynolds	Justina Thomson
Carol Brown	Margaret Johnson	Linnea Middleton	Nicole Runfola	Joel VanTine
Lyndsay Carroll	Jenny Kaniuka	Jessica Nathan	Heather Saum	Mark Weber
Sitta Cohen	Peter Kassalow	Emily Niclas	Jolanta Scassera	Michele Wolkun
Susan Cooper	Carol Keirstead	Anabela Ordner	Michele Scott	Deborah Yankowicz
Nicole Evins	Sara Kolesar	Jeannie Pang	Helen Scully	Linda Yu

C.5. Approval of 2020 Advanced Math Summer Bridge Program

RESOLVED, that the Board of Education approves the appointment of the following staff member, to be paid at the contractual rate of \$50 per hour. Total cost not to exceed \$2,000.00.

Name
Joan Lo Iacono

- C.6. Approval of 2020 Summer Guidance Support Program  
RESOLVED, that the Board of Education approves the appointment of the following staff members, to be paid at the contractual rate of \$50 per hour. Total cost not to exceed \$6,725.00. Funded through ESEA Title IV.

Name	
Kelly Blessing-Maire	Alexandra Pranzo
Carol Brown	Helen Scully
Margaret Johnson	Lauren Systo
Alyssa Pech	

- C.7. 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
Christina Mancino	8/31//2020 - 6/30/2021	Leave Replacement Grade 1 Teacher CS	ASAP Reading Teacher CS 02-30-22/amj

- C.8. Summer 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 June 23, 2020, and September 21, 2020, subject to ratification of the Board at its next scheduled meeting.

- C.9. After School Activities/Clubs  
RESOLVED, that the Board of Education approves the following:

Name	Club	Location	Sessions	Cost
Sangita Oboh	Geography	MS	15	\$735

- C.10. Extended Work Schedule  
RESOLVED, that the Board of Education approves an extended work schedule, to a maximum of five days total per school, beginning after the last day of the 2019-2020 school year and ending before the commencement of the 2020-2021 school year, at the employee's per diem rate, as follows:
- Carmella Motyczka, Multi-Duty Paraprofessional, Central School - not to exceed \$774.77
  - Michele Delserro, Multi-Duty Paraprofessional, Mt. Horeb School - not to exceed \$832.97
  - Susan Francione, Multi-Duty Paraprofessional, Woodland School - not to exceed \$633.38
  - Kevin Pacheco, Multi-Duty Paraprofessional, Angelo L. Tomaso School - not to exceed \$595.00

- C.11. Summer Fun  
RESOLVED, that the Board of Education approves the list of Summer Fun staff dated June 17, 2020. **All staff are also approved as Summer Fun substitute teachers.**

- C.12. 2020-2021 Paraprofessional Employment  
RESOLVED, that the Board of Education approves the list of WTEA-eligible Paraprofessionals employment, dated June 17, 2020, for the 2020-2021 school year.
- C.13. 2020-2021 WTEA Employment  
RESOLVED, that the Board of Education approves the list of WTEA employee assignments and updated salaries for the 2020-2021 school year, dated June 17, 2020.
- C.14. 2020-2021 Non-WTEA Employment  
RESOLVED, that the Board of Education approves the list of non-WTEA employee assignments and updated salaries for the 2020-2021 school year, dated June 17, 2020.
- C.15. Special Education Service Providers' List  
RESOLVED, that the Board of Education approves the list of special education service providers for the upcoming 2020-2021 school year, dated May 26, 2020.
- C.16. Summer Work - Special Services Department  
RESOLVED, that the Board of Education approves district staff to conduct summer evaluations, therapy hours (in-district), scheduling and IEP meetings, per the list dated June 16, 2020, at a cost not to exceed \$77,606. This motion supersedes the motion on the June 8, 2020 agenda.
- C.17. Leave Request  
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#3106	FMLA - October 1, 2020 - November 25, 2020 (paid) NJFLA - November 30, 2020 - December 31, 2020 (paid) NJFLA - January 4, 2021 - January 29, 2021 (unpaid)
#2818	FMLA - October 8, 2020 - December 18, 2020 (paid) NJFLA - December 21, 2020 - March 5, 2021 (unpaid) Extended Leave - March 8, 2021 - June 11, 2021 (unpaid)

- C.18. Superintendent Evaluation  
RESOLVED, that the Board of Education approves the evaluation for the superintendent for the period July 1, 2019 through June 30, 2020.
- C.19. Non-WTEA Stipend Positions 2020-2021  
RESOLVED, that the Board of Education approves the following non-WTEA stipend for the 2020-2021 school year:

Position	Name	Amount
Energy Educator/Manager	Kathlynn Kogler	\$10,500
<b>Middle School Athletic Coordinator</b>	<b>Nicholas Bayachek</b>	<b>\$6,000</b>
<b>Webmaster</b>	<b>Sean Convery</b>	<b>\$12,000</b>



C.20. Summer Employees

RESOLVED, that the Board of Education approves the list of summer employees for both the Buildings and Grounds, Transportation and Technology Departments, dated June 17, 2020. (This motion supersedes previous motion from June 8, 2020 agenda.)

C.21. Approval to Create Positions

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

Location	Position	Full-Time Equivalent
ALT	1:1 Paraprofessional 32.5 hrs 08-40-08-/bkm	1.0
CS	1:1 Paraprofessional 32.5 hrs 08-30-08/ble	1.0
MS	1:1 Paraprofessional 32.5 hrs 08-33-08bis	1.0

C.22. Approval to Abolish Positions

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

Location	Position	Full-Time Equivalent
CS	Classroom Paraprofessional 30 hrs 08-30-08/bfs	1.0

C.23. Merit Pay - School Business Administrator

RESOLVED, that the Board of Education approves the completion of the following 2019-2020 merit goal and subsequent merit goal completion payment for School Business Administrator Mrs. Patricia Leonhardt as follows:

Criteria	Status	Merit Bonus Amount
1. Obtain Certified School Risk Manager (CSRM) designation	x_ Achieved _ Partially Achieved _ Not Achieved	3.33% - \$5,212

C.24. Coaching Stipend

RESOLVED, that the Board of Education approves the appointment of the following coach for the 2019-2020 school year as per the WTEA agreement:

Sport	Name
Track & Field	Keith Koellhoffer

**C.25. Long Term Substitute  
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:**

Name	Effective Date	Replacing Employee #
Jenna Calderone	August 31, 2020 - on or about October 19, 2020	#3218

**C.26. Substitute Teacher  
RESOLVED, that the Board of Education approves the following to be appointed as substitute teacher for the 2020-2021 school year.**

Name
Jenna Calderone

- XIII. Unfinished Business
- XIV. New Business
- XV. Public Commentary (any topic)

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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).

**XVI. Adjourn**

<p>2019-2020 Board Goals</p> <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> <p style="text-align: center;">2019-2020 District Goals</p> <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>
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