

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* March 28, 2022 \* 7:00 PM  
Woodland 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/WarrenTBOE032822>.

I. Call to Order and Statement of Presiding Officer David Brezee, 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 5, 2022. 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

___ Mark Bisci	___ Mehul Desai	___ Ryan Valentino
___ David Brezee	___ Lisa DiMaggio	___ Todd Weinstein
___ Daniel Croson	___ Laura Keller	___ Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the March 14, 2022 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:

1

0

VI. President's Remarks – Mr. David Brezee

VII. Superintendent's Remarks – Dr. Matthew Mingle

- VIII. Presentations
  - Woodland School Feature - Mr. Jeff Heaney
  - Planning for Elementary Growth Working Group Recommendation - Mr. Scott Cook and Mr. Bill Kimmick
  - Tentative Budget Presentation - Mr. Chris Heagele and Dr. Matthew Mingle
- IX. Discussion
- X. Committee Reports
  - Curriculum, Communications, and Technology Committee - No meeting
  - Finance, Operations, and Security Committee - March 24, 2022
  - Personnel and Negotiations Committee - No meeting
  - Ad Hoc Planning for Elementary Growth Committee - No meeting
  - Ad Hoc Return to School Committee - March 23, 2022
  - Ad Hoc Committee on Dress Code - No meeting
- 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](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).

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 March 14, 2022.
- B. Finance/Operations/Transportation
  - B.1. Payment of Bills  
RESOLVED, that the Board of Education approves the payment of bills for the month of March 2022 in the amount of \$4,798,551.51.
  - 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
Achau Nguyen	WS	New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators 2022 Spring Conference	Virtual	June 10, 2022	\$399*

(\* This motion supersedes the previous motion approved on February 28, 2022.)

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. Adoption of the 2022-2023 Tentative Budget

RESOLVED, the Board of Education approves the tentative 2022-2023 Warren Township School District Budget and approves the tentative budget for submission to the Executive County Superintendent of Schools for Somerset County for review.

The tentative budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards and is in compliance with N.J.S.A. 18A and N.J.A.C Title 6 and 6A.

Proposed 2022-2023 Budget				
Appropriations:			Revenue:	
Fund 10				
Operating Budget	\$45,106,168		State Aid: General Fund	\$2,169,770
Deposit to Capital Reserve	\$500		Tax Levy: General Fund	\$42,115,485
Capital Outlay	\$24,700		Other Revenues	\$704,665
Summer School	\$321,552		Fund Balance	\$463,000
FUND 10 TOTAL	\$45,452,920		FUND 10 TOTAL	\$45,452,920
Fund 20				
Special Revenue Appropriations	\$481,972		Grants - Local	\$21,000
			Grants - Federal	\$460,972

Fund 40	\$0	Fund 40	\$0
GRAND TOTAL	\$45,934,892	GRAND TOTAL	\$45,934,892

*FURTHER RESOLVED*, per NJAC 6A:23B-1.2(b), the tentative budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2022-2023 tentative budget includes a maximum travel appropriation of \$125,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, and be it

*FURTHER RESOLVED*, a Board of Education may, and this Board does, establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required for regular business travel, and be it

*FURTHER RESOLVED*, the Board of Education hereby establishes April 25, 2022 as the date for the Public Hearing on the budget and authorizes the Superintendent and Board Secretary, after approval by the Executive County Superintendent of Schools, to advertise the budget and the budget hearing as required by law.

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
Adam DiPaolo	Preschool Paraprofessional 32.5 hrs per week 08-35-08/bne	MH	N/A	17-18	\$33,823 (with stipend)	March 21, 2022 through June 30, 2022	N/A	New Position

C.2. Substitute Teachers

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

Name
Ethan Goldring
Crystal Kruse
Emily DelSordo

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

Employee ID	Paid/Unpaid
#0547	FMLA - March 31, 2022 through April 8, 2022 (paid)
#1128	FMLA - August 30, 2021 through October 29, 2021 (½ day) (Paid) FMLA - October 29, 2021 (½ day) through November 19, 2021 (paid) Extended leave - November 22, 2021 through January 14, 2022 (paid) Extended Leave - January 25, 2022 through March 18, 2022 (paid) (This motion supersedes the previous motion approved on August 23, 2022)
#2277	FMLA - March 16, 2022 through April 14, 2022 (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
Sharon Carroll	School Nurse 02-30-09/ani	CS	Resignation	December 6, 2016 through June 30, 2022
Lauren Lee	Coordinator of Guidance Services 03-33-07/abk	WMS	Retirement	March 18, 2014 through June 30, 2022
Marianna Janasek	Paraprofessional 08-40-15-bet	ALT	Retirement	October 9, 1996 through June 30, 2022

C.5. Warren Academy Courses - Instructor Stipend 2021-2022  
 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 of \$50.00 per hour.

Name	Course	Date	Prep Hours	Instructor Hours	Cost Total Not to Exceed
Elena Marinello	Double Dose	April 6, 2022	3	1	\$200.00
Josephine Maccagnan	Double Dose	April 6, 2022	3	1	\$200.00

C.6. Summer Fun 2022 Certificated Staff Pay Rates  
 RESOLVED, that the Board of Education approves the Summer Fun hourly rates as follows:

- a. Teachers and Guidance Counselors - \$46.35
- b. Speech Teachers - \$74.68
- c. Nurse and Substitute Nurse - \$46.35

- C.7. Summer Fun 2022 Paraprofessional Staff Pay Rates  
 RESOLVED, that the Board of Education approves the Summer Fun paraprofessionals hourly rates as follows:
- a. Paraprofessional/Substitute Paraprofessional - Adult (60+ College Credits) - \$20.00
  - b. Paraprofessional/Substitute Paraprofessional - Adult - \$16.48
  - c. Paraprofessional/Substitute Paraprofessional - College Student - \$13.39
  - d. Paraprofessional/Substitute Paraprofessional - High School Student - \$13.00

D. Policy

D.1. Policy – Abolish

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

Number	Name	New/Revision	Source of Changes
1648.01	Quarantine For Employees Upon Return From Travel	Abolish	Committee

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

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**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 or other negotiations 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.

2021-2022 Board Goals

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 1)
  - 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)