

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * March 15, 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/WarrenTBOE031521>.

I. Call to Order and Statement of Presiding Officer Marc Franco, 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 6, 2021. 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	___ Lori Clar	___ Laura Keller
___ Mark Bisci	___ Lisa DiMaggio	___ Todd Weinstein
___ David Brezee	___ Marc Franco	___ Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the March 1, 2021 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

0

· Suspension Report

In School:

Out of School:

0

0

VI. President's Remarks – Mr. Marc Franco

VII. Superintendent's Remarks – Dr. Matthew Mingle

- VIII. Presentations
 - Warren Middle School Student Feature - Mr. George Villar and Ms. Maria Mensinger
 - Grades 6-8 Return to School Proposal - Dr. Matthew Mingle, Mr. George Villar, Ms. Maria Mensinger
 - Tentative Budget - Dr. Matthew Mingle, Mrs. Patricia Leonhardt
- IX. Discussion
- 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;
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).

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 1, 2021.

A.2. Return to School Plan

RESOLVED, that the Board of Education approves the revised Return to School plan and authorizes its submission to the New Jersey Department of Education.

A.3. Fieldwork Site

RESOLVED, that the Board of Education approves a Clinical Affiliation Agreement with Dominican College for the 2020-2021 school year to secure Warren Township Schools as a fieldwork site to provide supervised clinical educational experiences in occupational therapy.

- A.4. Out-of-District Placement
 RESOLVED, that the Board of Education approves the following out-of-district placements:
- a.) Student #7344244081, to Hunterdon Preparatory School, beginning on or about March 11, 2021 through June 30, 2021, at a cost not to exceed \$16,700.
 - b.) Student #1856892682, to New Dawn Academy beginning on or about March 17, 2021 through June 30, 2021, at a cost not to exceed \$17,836.**

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 2021 in the amount of \$4,480,687.18.

- 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 February 2021; and
 WHEREAS, this report shows the following balances on February 28, 2021:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$12,205,766.29		\$1,275,641.28
(10) General Current Expense		\$0.00	
(11) Current Expense		\$3,090,773.77	
(12) Capital Outlay		\$243,762.71	
(13) Special Schools		\$165,269.24	
(20) Special Revenue Fund	-74632.73	\$32,082.89	\$0.00
(30) Capital Projects Fund	\$715,126.95	\$114,302.55	\$355,825.94
(40) Debt Service Fund	\$0.00	\$0.65	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$12,846,260.51	\$3,646,191.81	\$1,631,467.22
(60) Milk Fund	\$4,049.49	\$ (26,000.00)	\$ 17,207.49
(61) Juice and Water Fund	\$1,358.13	\$ (11,000.00)	\$ 1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$37,000.00)	\$18,565.62

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 February 2021
 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.	11-000-216-320-040-08-00	Speech/OT/PT - Purchased Services - ALT	11-000-217-320-035-08-00	Extraordinary Services - Purchased Professional Services - MHS	\$15,800
2.	11-000-216-320-040-08-00	Speech/OT/PT - Purchased Services - ALT	11-000-217-320-040-08-00	Extraordinary Services - Purchased Professional Services - ALT	\$21,200
3.	11-000-240-500-030-12-00	Admin - Other Purchased Svcs. - CS	11-000-240-600-030-03-10	Admin Supplies - CS	\$50
4.	11-000-240-500-033-12-00	Admin - Other Purchased Svcs. - MS	11-000-240-600-033-07-10	Admin Supplies - MS	\$50
5.	11-000-240-500-035-12-00	Admin - Other Purchased Svcs. - MH	11-000-240-600-035-04-10	Admin Supplies - MHS	\$50
6.	11-000-240-500-040-12-00	Admin - Other Purchased Svcs. - ALT	11-000-240-600-040-05-10	Admin Supplies - ALT	\$50
7.	11-000-240-500-050-12-00	Admin - Other Purchased Svcs. - WS	11-000-240-600-050-06-10	Admin Supplies - WS	\$50
8.	11-000-252-600-000-11-01	Technology - Supplies	11-000-222-500-030-11-01	Other Purchased Services - CS	\$14,000
9.	11-000-252-600-000-11-01	Technology - Supplies	11-000-222-500-033-11-01	Other Purchased Services - MS	\$14,100
10.	11-000-252-600-000-11-01	Technology - Supplies	11-000-251-580-000-00-00	Business Office - Travel	\$2,000
11.	11-000-252-600-000-11-01	Technology - Supplies	11-000-251-600-000-00-01	Business Office - Supplies	\$2,000
12.	11-000-252-600-000-11-01	Technology - Supplies	11-000-252-330-000-11-01	Technology - Professional Services	\$3,000
13.	11-000-252-600-000-11-01	Technology - Supplies	11-000-252-500-000-11-01	Technology - Other Purchased Svcs.	\$2,000
14.	11-000-263-610-000-09-00	Grounds Supplies	11-000-262-621-030-09-03	Heat - Central	\$5,000
15.	11-215-100-500-035-08-00	Preschool - Other Purch. Svcs.-MHS	11-215-100-600-035-08-00	Preschool - Supplies - MHS	\$100

B.4. Resolution of the Board of Education of the Township of Warren in the County of Somerset, New Jersey authorizing certain actions in connection with a proposed school facilities project

WHEREAS, The Board of Education of the Township of Warren in the County of Somerset, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed thereby), seeks to submit to the voters a school facilities project (the "Project") consisting generally of:

- (i) window replacement and fire alarm upgrades at the A. L. Tomaso Elementary School,
- (ii) HVAC upgrades, door replacement/improvements, and fire alarm upgrades at the Central School,
- (iii) lighting upgrades, HVAC upgrades, science lab upgrades and fire alarm upgrades at the Middle School,
- (iv) boiler and hot water upgrades, HVAC upgrades, construction of security vestibule and fire alarm upgrades at the Woodland Elementary School; and
- (v) fire alarm upgrades at the Mt. Horeb School;

WHEREAS, the Project cost is estimated at \$8,970,000;

WHEREAS, the School District will seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) a special School District election at which a bond referendum authorizing the Project shall be presented to the voters.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF WARREN IN THE COUNTY OF SOMERSET, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board hereby approves the preparation of Schematic Plans and Educational Specifications, if required, by Parette Somjen Architects (“PSA”) in connection with the Project and the Board further authorizes and directs PSA to submit same to the New Jersey Department of Education and to the Somerset County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Warren Township Planning Board for its review, to the extent required by law.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board hereby approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board hereby approves the Project Application, and PSA is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board hereby authorizes and directs the Board President, the Superintendent and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is hereby retained to provide specialized bond counsel legal services necessary in connection with the undertaking of a referendum and the authorization and the issuance of obligations by the Board in accordance with its proposal. The Board President and the Business Administrator/Board Secretary are hereby authorized to execute a Bond Services Contract (the “BCS Contract”). The BCS Contract is awarded without competitive bidding and as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession. A copy of this resolution as well as the BCS Contract shall be placed on file with the Business Administrator/Board Secretary. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

Section 6. The firm of Phoenix Advisors, Bordentown, New Jersey is hereby retained to provide financial advisory services necessary in connection with the undertaking of a referendum and the authorization and the issuance of obligations by the Board in accordance with its proposal. The Board President and the Board Secretary are hereby authorized to execute a Financial Advisor Services Contract (the “Financial Advisor Contract”). The Financial Advisor Contract is awarded without competitive bidding as its amount does not exceed the bid threshold in accordance with the Public School Contracts Law. A copy of this resolution as well as the Financial Advisory Contract shall be placed on file with the Business Administrator/Board Secretary.

Section 7. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, PSA and Bond Counsel, as applicable, to take all action required to preserve the opportunity

to present the Project to the voters via a bond referendum at a special School District election to be held on December 14, 2021.

Section 8. This resolution shall take effect immediately.

B.5. 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
Julie Costa	WS	American Speech and Hearing Association: Expanding Augmentative and Alternative Communication: Accessible Strategies for Functional Communication	Online	May 10 and 11, 2021	\$249
Ashley Papcun	MS	American Speech and Hearing Association: Expanding Augmentative and Alternative Communication: Accessible Strategies for Functional Communication	Online	May 10 and 11, 2021	\$249
Beatrice Schwarzkopf	MS	Mindful based Cognitive Therapy	Online	April 29 and 30, 2021	\$300

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.6. Adoption of the 2021-2022 Tentative Budget

RESOLVED, the Board of Education approves the tentative 2021-2022 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 2021-2022 Budget			
Appropriations:		Revenue:	
Fund 10			
Operating Budget	\$43,971,392	State Aid: General Fund	\$2,047,299
Deposit to Capital Reserve	\$500	Tax Levy: General Fund	\$41,579,921
Capital Outlay	\$294,191	Other Revenues	\$498,415
Summer School	\$321,552	Fund Balance	\$462,000
FUND 10 TOTAL	\$44,587,635	FUND 10 TOTAL	\$44,587,635
Fund 20			
Special Revenue Appropriations	\$413,521	Grants - Local	\$1,000
		Grants - Federal	\$412,521
Fund 40	\$0	Fund 40	\$0
GRAND TOTAL	\$45,001,156	GRAND TOTAL	\$45,001,156

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 2021-2022 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 26, 2021 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.

B.7. Technology Purchase

RESOLVED, that the Board of Education hereby approves the purchase of the following technology equipment from Dell Technologies:

- PowerEdge R740XD servers (2) - \$26,973.96 each, for a total cost of \$53,947.92

Purchase through NJ State Cooperative Purchasing Agreement M0483.

B.8. Cooperative Pricing System Agreement
 RESOLVED, that the Board of Education hereby approves the cooperative pricing system agreement through New Jersey School Boards Association digital and electronic products and services, E-Rate consulting and processing services, and other technology products and program as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis.

B.9. Transportation for Out-of-District Student - 2020-2021 SY
 RESOLVED, that the Board of Education approves the transportation contract with Somerset County Educational Services Commission for 2020-2021 SY for out-of-district student as follows:

Contractor	School	Student Id	Cost
SCESC	Hunterdon Prep	7344244081	\$63.29 per diem

C. Personnel/Student Services

C.1. 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
Cali Brantner	1:1 Paraprofessional, 32.5 hrs 08-50-08/blr	WS	N/A	4	\$27,592	On or about March 16, 2021 through June 30, 2021	N	New Position
Mariana Arango Guzman	1:1 Paraprofessional, 32.5 hrs 08-40-08/blq	ALT	N/A	1	\$26,162	On or about March 16, 2021 through June 30, 2021	N	New Position
*Thomas Henry	Leave Replacement Teacher	WMS	BA	1	\$58,842	November 12, 2020 through June 30, 2021	N	To replace employee #1312
**Janine Pasquale	Leave Replacement Teacher	CS	MA	4	\$67564	August 31, 2020 through June 20, 2021	N	To replace employee #0780

**(This motion supersedes the previous motion approved on January 25, 2021)*

*** (This motion supersedes the previous motion approved on January 25, 2021)*

C.2. 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
Logan LeBlond

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

Employee ID	Paid/Unpaid
#1312	FMLA - September 14, 2020 through December 4, 2020 (paid) Extended Leave - December 7, 2020 through June 30, 2021 (paid) (This motion supersedes previous motion from December 14, 2020)

- C.4. Assignment of Staff for Hybrid 1.3
RESOLVED, that the Board of Education approves the assignments of staff employment, dated March 10, 2021 for the 2020-2021 school year.

- C.5. Compacted Schedule for Summer 2021
RESOLVED, that the Board of Education approves a four-day compacted work schedule for Summer 2021, from the week of July 5th, up to and including the week of August 16th.

- C.6. Mentoring Program - Resignation
RESOLVED, that the Board of Education approves the resignation of the following mentor:

Name
Amy Jensen

- C.7. Mentoring Program
RESOLVED, that the Board of Education approves the following staff as mentor in the Mentoring Program at Middle School:

Name
Sangita Oboh

- 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
Kimberly Collison	On or about 4/5/2021 through 6/17/2021 One overlap day approved	Paraprofessional CS 08-30-08/bfp	Long-Term Substitute Teacher ALT

- C.9. Coaching Stipends
RESOLVED, that the Board of Education approves the appointment of the following coaches for the 2020-2021 school year as per the WTEA agreement:

Sport	Name
Track & Field	Keith Koellhoffer Scott Vaglio Michele Kraminitz Timothy O'Henev Timothy Fabiano Richard Bardy

D. Policy

D.1. Policies – First Reading

RESOLVED, that the Board of Education approves the first reading of the following policy:

Number	Name	New/Revision	Source of Changes
P6360	Political Contributions	R	SEA

D.2. Policies – Second Reading

RESOLVED, that the Board of Education approves the second reading and adoption of the following policies:

Number	Name	New/Revision	Source of Changes
P0145	Board Member Resignation and Removal	R	SEA
P1643	Family Leave	N	SEA
P2415	Every Student Succeeds Act	R	SEA
P2415.02	Title I - Fiscal Responsibilities	R	SEA
P2415.05	Student Surveys, Analysis, and/or Evaluations	R	SEA
P2415.20	Every Student Succeeds Act Complaints	R	SEA
P4125	Employment of Support Staff Members	R	SEA
P5330.01	Administration of Medical Cannabis	R	SEA
P7425	Lead Testing of Water in Schools	R	SEA
P8330	Student Records	R	SEA
P9713	Recruitment by Special Interest Groups	R	SEA
R1642	Earned Sick Leave Law	R	SEA

R2415.20	Every Student Succeeds Act Complaints	R	SEA
R5330.01	Administration of Medical Cannabis	R	SEA
R7425	Lead Testing of Water in Schools	N	SEA

XIII. Unfinished Business

XIV. New Business

XV. 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).

XVI. Adjourn

<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. <p style="text-align: center;">2020-2021 Board Goals</p> <ol style="list-style-type: none"> 1. Develop a process for engaging community stakeholders. 2. Define student achievement.
