

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * May 13, 2024 * 6:30 PM

Warren Middle 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://us02web.zoom.us/j/83419055767?pwd=aFdhakl6dS92elp0Tng0azF1cnFXZz09>

I. Call to Order and Statement of Presiding Officer Patricia Zohn, 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 11, 2024. 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. Roll Call

| | | |
|---|---|---|
| <input type="checkbox"/> Mehul Desai | <input type="checkbox"/> Richard Molfetta | <input type="checkbox"/> Ryan Valentino |
| <input type="checkbox"/> Natalie Feuchtbaum | <input type="checkbox"/> Scott Otto | <input type="checkbox"/> Todd Weinstein |
| <input type="checkbox"/> Laura Keller | <input type="checkbox"/> Stephen Toor | <input type="checkbox"/> Patricia Zohn |

IV. 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:

material the disclosure of which constitutes an unwarranted invasion of individual privacy

Action will be taken upon return to public session;

the length of the meeting is anticipated to be approximately 15 minutes; and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

V. Motion to return to Open Session

***NOTE: It is anticipated that the regular business portion of the meeting will begin at approximately 6:45 P.M.**

VI. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the April 29, 2024 Board Meeting.

VII. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

2

0

· Suspension Report

In School:

Out of School:

1

2

· Fire Drills

ALT
April 9

Central
April 9

Mt. Horeb
April 30

Woodland
April 30

Middle
April 24

· Security Drills

ALT
April 19
Lockdown
Active Shooter

Central
April 15
Lockdown
Active Shooter

Mt. Horeb
April 24
Lockdown
Active Shooter

Woodland
April 22
Lockdown
Active Shooter

Middle
April 15
Lockdown
Active Shooter

VIII. ANNUAL ADOPTIONS

The Superintendent recommends that it be:

1. Curriculum

RESOLVED, that the Board of Education approves adoption of the PK-8 curriculum guides, as aligned with NJ Student Learning Standards, for the 2024-2025 school year.

2. Textbooks

RESOLVED, that the Board of Education approves adoption of existing district textbooks for the 2024-2025 school year.

3. Service Appointments

RESOLVED, that the Board of Education approves the following appointments for the 2024-2025 school year:

- a. The appointment of Christopher Heagele as Board Secretary of the Warren Township Board of Education.
- b. The appointment of MaryGrace Suitovsky, Assistant Business Administrator, as Acting Board Secretary in the absence of the Board Secretary.
- c. The appointment of Patricia Wilson as Treasurer of School Monies for the Warren Township Board of Education through June 30, 2025.
- d. The appointment of Christopher Heagele, Business Administrator, as Acting Treasurer of School Monies for the Warren Township Board of Education in the absence of Patricia Wilson.
- e. The appointment of Suplee, Clooney & Company as the auditing firm for the Warren Township Board of Education, at an annual cost of \$29,150.

- f. The appointment of Dr. Ronald Frank as District Medical Inspector, at a cost of \$4,200.
- g. The appointment of Molly Lange as the district's Title IX Coordinator, Anti-Bullying Coordinator, Homeless Liaison, 504 Officer and Surrogate Parent Coordinator.
- h. The appointment of William Kimmick as the district's Affirmative Action Officer.
- i. The appointment of Melissa Smolenski as the district's Preschool Administrator.
- j. The appointment of Sean Convery as the district's Website Accessibility Coordinator.
- k. The appointment of Lance Riegler as the district's Computer Security Officer.
- l. The appointment of CBIZ as the district's board and general liability insurance agent.
- m. The appointment of Centric Benefits Consulting, Inc. as the district's dental insurance broker.
- n. The appointment of Michael Pate as the district's Right to Know contact, AHERA representative, Integrated Pest Management Coordinator (IPMC), Safety and Health Designee, Indoor Air Quality Designee, Chemical Hygiene Officer, and Asbestos Management Officer.
- o. The appointment of Christopher Heagele, Business Administrator, as the district's Public Agency Compliance Officer (PACO), District Custodian of Records, and District Purchasing Agent.
- p. The appointment of Christopher Heagele, Christine Smith and Maria Mensinger as the district's School Safety Specialists.
- q. The appointment of AIG/VALIC, AXA/Equitable, Lincoln Investment Planning, Inc. and Primerica as 403(b), 457(b) and Roth 403(b) plan providers.
- r. The appointment of Phoenix Advisors, Bordentown, NJ as the district's Financial Advisers and Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey as bond counsel legal services provider.
- s. The appointment of AmeriFlex as the Flexible Spending Account (FSA), Dependent Care Account (DCA), and Commuter Reimbursement Account (CRA) provider. Cost is \$65.40 per participant per year for FSA and/or DCA program participation, plus \$840 per annum for FSA, DCA and COBRA program administration.
- t. Independent Educational Evaluations
RESOLVED, that the Board of Education does hereby establish the maximum reasonable and customary rates for Independent Educational Evaluations (IEE) as per Policy 2468 as follows:

| Evaluation Type | Rate |
|----------------------|-------|
| Occupational Therapy | \$700 |
| Physical Therapy | \$700 |
| Educational | \$700 |
| Psychological | \$700 |

| | |
|---------------------------------------|---------|
| Speech and Language | \$800 |
| Psychiatric | \$900 |
| Neurodevelopmental | \$1,000 |
| Neurological | \$1,000 |
| Assistive Technology Assessment | \$1,200 |
| Augmentative Communication Assessment | \$1,200 |
| Neuropsychological | \$5,000 |

u. Evaluation Instruments

RESOLVED, that the Board of Education readopts district evaluation systems as follows:

- Kim Marshall Principal Evaluation system as evaluation system for building administrators as well as curriculum supervisors.
- Danielson Framework for Teaching as an evaluation system for the district's teaching staff.
- Reflective Practice Protocol for highly effective teaching staff members.

v. Substitute Pay

RESOLVED, that the Board of Education approves the Substitute Rates of Compensation and Incentive Programs:

- Substitute Teachers and Paraprofessionals - \$135
- Substitute Nurses - \$260
- Long Term Substitutes - \$188
- Long Term Paraprofessionals - \$161

w. Claims Auditor

RESOLVED, that the Board of Education approves the appointment of Chris Heagele, Business Administrator/Board Secretary, be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended; to direct prepayment of claims for Debt Service, Payroll, Fixed charges and any other claim or demand with would be in the best interests of the Board to pay promptly for the 2024-2025 school year.

4. Finance

RESOLVED, that the Board of Education approves the following:

- The designation of the following bank as depository for district funds for 2024-2025, dependent on ongoing certification of approval by the Governmental Unit Deposit Protection Act: Peapack-Gladstone Bank.
- Authorization for the Board Secretary to invest school funds in accordance with the limitations of State law and Board policy.
- Authorization for the following persons to sign checks:

| Account Name | Signatory(s) |
|-------------------------------------|--|
| General Operating (Current) Account | Treasurer of School Monies and/or Board Secretary and/or Board President and/or Board Vice President |
| Salary Account | Treasurer of School Monies or Board Secretary |
| Payroll Deduction Account | Treasurer of School Monies or Board Secretary |

| Account Name | Signatory(s) |
|--|---|
| Unemployment Account | Board Secretary or Superintendent |
| Food Service Account | Board Secretary or Superintendent |
| Flexible Spending Account | Board Secretary or Superintendent |
| Middle School Student Activity Account | Middle School Principal and/or Middle School Dean and/or Board Secretary |
| Elementary School Student Activity Account | CS Principal, ALT Principal, MHS Principal, or WS Principal and Board Secretary |

- d. The financial records of the school district shall be maintained in accordance with Generally Accepted Accounting Principles (GAAP) and all appropriations shall be recorded using the Chart of Accounts provided by the New Jersey Department of Education.
- e. Authorization for the Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property (state contract), Ed-Data, Somerset County Cooperative Pricing System, Morris County Cooperative Pricing Council (MCCPC), Educational Services Commission of New Jersey, Hunterdon County ESC Cooperative Purchasing and Union County Cooperative Purchasing System.
- f. Authorization, in recognition of Qualified Purchasing Agent status, of a bid threshold of \$44,000 for Purchasing Agent Chris Heagele.

5. Petty Cash Accounts

RESOLVED, that the Board of Education approves the establishment of the following petty cash accounts and the individual responsible for the account for 2024-2025:

- a. Superintendent's Office (Superintendent's Secretary) \$200
- b. Buildings and Grounds/Transportation (Director of Operations) \$200
- c. Schools (Building Principals) \$200 (each school)
- d. Special Services (Director of Special Services) \$100
- e. Curriculum (Assistant Superintendent) \$100

The maximum expenditure from each account for each purchase is \$25.00. The School Business Administrator will review a summary of the disbursements on a semi-annual basis.

6. Organizational Charts

RESOLVED, that the Board of Education approves the district's organizational charts for the 2024-2025 school year:

- Administrative Organizational Chart
- Certificated Staff Organizational Chart
- Non-certificated Organizational Chart
- B&G Staff Organizational Chart

7. Benefits

a. RESOLVED, that the Board of Education approves the district's participation in the Delta Dental PPO Plus Premier for the 2024-2025 school year at the following rates:

- Single - \$51.91 per month, \$622.92 per annum
- 2 Adult - \$103.80 per month, \$1,245.60 per annum
- Parent/Child - \$116.75 per month, \$1,401.00 per annum
- Family - \$168.67 per month, \$2,024.04 per annum

- b. RESOLVED, that the Board of Education approves the district's participation in the School Employees Health Benefits Program and its premium schedule as published by the State of New Jersey, Department of the Treasury, Division of Pension and Benefits.

IX. President's Remarks – Mrs. Patricia Zohn

X. Superintendent's Remarks – Dr. Matthew Mingle

XI. Presentations

- Governor's Educator of the Year Award Recognition - Principals
- Outstanding Earth Science Teaching Award - Mr. George Villar

XII. Discussion

XIII. Committee Reports

- Curriculum and Technology Committee - No meeting
 - Stephen Toor - Chair, Mehul Desai, Rich Molfetta, Laura Keller - Alternate
- Finance, Operations, and Security Committee - May 1, 2024
 - Patricia Zohn - Chair, Scott Otto - Vice Chair, Ryan Valentino, Rich Molfetta - Alternate
- Personnel, Negotiations, and Communication Committee - April 29, 2024
 - Laura Keller - Chair, Natalie Feuchtbaum, Todd Weinstein, Stephen Toor - Alternate
- Ad Hoc Strategic Planning Committee - No Meeting
 - Laura Keller, Stephen Toor, Patricia Zohn

XIV. 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).

The Board of Education welcomes and encourages input from the public. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

XV. 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 April 29, 2024.

A.2. Fieldwork Site

RESOLVED, that the Board of Education approves the following supervised clinical fieldwork at Warren Township BOE for the 2024-2025 School Year:

| School | Clinical Field |
|------------------|----------------|
| Rowan University | LDTCC |

A.3. Home Instruction

RESOLVED, the Board of Education approves bedside instruction as follows:

| Students | School | Start Date | Amount |
|------------|-------------------|--------------|-----------------------|
| 4006449336 | EI,US (LearnWell) | May 04, 2024 | Not to exceed \$2,610 |

B. Finance/Operations/Transportation

B.1. **Payment of Bills**

RESOLVED, that the Board of Education approves the payment of bills for the month of May 2024 in the amount of \$2,917,196.60.

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 April 2024.

WHEREAS, this report shows the following balances on April 30, 2024.

| FUND | CASH BALANCE | APPROPRIATION BALANCE | FUND BALANCE |
|-----------------------------------|-----------------|-----------------------|----------------|
| (10) General Current Expense Fund | \$4,969,426.17 | | \$1,637,065.46 |
| (10) General Current Expense | | \$0.00 | |
| (11) Current Expense | | \$2,161,804.64 | |
| (12) Capital Outlay | | \$898,866.17 | |
| (13) Special Schools | | \$239.03 | |
| (20) Special Revenue Fund | (\$96,777.27) | \$101,651.36 | \$0.00 |
| (30) Capital Projects Fund | \$47,157.84 | \$63,480.38 | \$1,949,308.08 |
| (40) Debt Service Fund | \$0.00 | \$0.12 | \$179.41 |
| TOTAL GOVERNMENTAL FUNDS | \$4,919,806.74 | \$3,226,041.70 | \$3,586,552.95 |
| Wealth Mgmt - Capital Reserve | \$4,900,000.00 | | |
| Wealth Mgmt - Operating | \$1,750,000.00 | | |
| Wealth Mgmt - Capital Projects | \$4,016,000.00 | | |
| TOTAL WEALTH MANAGEMENT | \$10,666,000.00 | | |
| (60) Milk Fund | \$0.00 | | \$0.00 |
| (61) Juice and Water Fund | \$0.00 | | \$0.00 |

| | | | |
|---------------------------|--------------|----------------|-------------|
| (62) Food Service Account | \$182,158.31 | (\$315,957.97) | \$58,742.82 |
| TOTAL ENTERPRISE FUNDS | \$182,158.31 | (\$315,957.97) | \$58,742.82 |

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 April 2024

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. | 11-000-230-339-000-01-00 | Purchased Services- Admin. | 11-000-230-530-000-01-21 | Postage | \$750 |
| 2. | 11-000-266-800-000-00-00 | Security - Miscellaneous | 11-000-266-580-000-00-00 | Security - Travel | \$1,000 |
| 3. | 11-402-100-500-033-07-00 | Sports - Purchased Services | 11-402-100-600-033-07-00 | Sports - Supplies | \$195 |
| 4. | 12-000-261-730-000-00-00 | Required Maintenance Equipment | 11-130-100-101-033-07-00 | Salaries - Grades 6-8 Teachers | \$8,695 |

B.4. Tax Payment Schedule for 2024-2025 School Year

RESOLVED, that the Board of Education approves the following tax payment schedule for 2024-2025 from the Township of Warren:

| Tax Payment Schedule 2024-2025 | | | | |
|-----------------------------------|-------------|--|----------------------------|-------------|
| Monday, July 01, 2024 | \$850,000 | | Thursday, January 02, 2025 | \$3,854,159 |
| Monday, July 15, 2024 | \$850,000 | | Monday, February 03, 2025 | \$3,854,159 |
| Thursday, August 01, 2024 | \$850,000 | | Monday, March 03, 2025 | \$3,854,159 |
| Thursday, August 15, 2024 | \$1,200,000 | | Tuesday, April 01, 2025 | \$3,854,159 |
| Monday, September 02, 2024 | \$2,350,000 | | Thursday, May 01, 2025 | \$3,854,159 |
| Monday, September 16, 2024 | \$2,350,000 | | Monday, June 02, 2025 | \$3,854,159 |
| Tuesday, October 01, 2024 | \$4,891,652 | | | |
| Friday, November 01, 2024 | \$4,891,651 | | | |
| Monday, December 02, 2024 | \$4,891,651 | | | |

B.5. 2024-2025 Custodial Charges for Building Usage

RESOLVED, that the Board of Education approves the following rates for the billing of custodial charges for the groups that use our buildings:

| Custodial Time | Amount |
|-----------------|------------------|
| Straight time | \$35.00 per hour |
| Time and a half | \$52.50 per hour |
| Double time | \$70.00 per hour |

- B.6. Sale and/or Disposition of Obsolete Textbooks
RESOLVED, that the Board of Education approves the sale and/or disposition of obsolete textbooks as determined by the Assistant Superintendent.
- B.7. 2024-2025 School Year Tuition Rates
RESOLVED, that the Board of Education approves the following as the 2024-2025 tuition rates.
- Kindergarten - \$22,398
 - Grades 1 - 5 - \$24,800
 - Grades 6 - 8 - \$25,940

- B.8. Warren Middle School Science Lab/HVAC Upgrades
Withdrawal of Bid and Award of Contract

WHEREAS, pursuant to N.J.S.A. 18A:18A-1 et seq.; the Warren Township Board of Education (“Board”), advertised for bids for Science Lab/HVAC Upgrades at Warren Middle School; and

WHEREAS, the bids were opened on April 25, 2024; and
WHEREAS, Mark Construction, Inc. (“Mark”) was the low bidder with a base bid of \$1,488,000 and an alternate in the amount of \$798,000 for a total bid of \$2,286,000; and

WHEREAS, by letter dated May 1, 2024 Mark sought to withdraw its bid due to a mistake in its calculations; specifically, its bid did not take into account administration costs, increased labor costs, demolition costs, sawcutting costs, floor prep costs and core drill costs; and

WHEREAS, New Jersey law allows a bid to be withdrawn after the bid opening for an unintentional and substantial computational error; and

WHEREAS, despite the reasonable care taken by the bidder, the mistake relates to a material feature of the bid and is of such consequence that to enforce the contract would be unconscionable; and

WHEREAS, Lanyi and Tevald (“Lanyi”) was the second low bidder with a base bid of \$1,720,000 and an alternate in the amount of \$850,000 for a total bid of \$2,570,000; and

WHEREAS, Lanyi’s bid is in compliance with the Public School Contracts Law.

NOW, THEREFORE BE IT RESOLVED, that the Board accepts Mark Construction’s request to withdraw its bid; and

BE IT FURTHER RESOLVED that the Board hereby awards a contract for Science Lab/HVAC Upgrades at Warren Middle School to Lanyi and Tevald, Inc. for both the base bid and the alternate in the amount of \$2,570,000.

**B.9. Transportation - Out-of-District Student - SCESC - Regular School Year
RESOLVED, that the Board of Education approves the transportation contract with Somerset County ESC for 2023-24 RSY transportation for Out-of-District students as follows:**

| School | Student ID # | Transportation Cost |
|------------------------|--------------|---------------------|
| Celebrate The Children | 8830524421 | \$344.35 per diem* |

* This motion supersedes previous motion from March 18, 2024.

C. Personnel/Student Services

C.1. Employment for the 2024-2025 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 |
|--------------------------|----------------------------------|-----------|-----------|----------|-----------------|--|------------|---------------------------------|
| Mary Johnstone | Special Education Teacher | MH | BA | 1 | \$62,465 | August 27, 2024 through June 30, 2025 | Yes | Replacing employee #3377 |
| Nadeen Hrevnack - Dickey | Leave Replacement Grade K | ALT | BA | 2 | \$63,325 | August 27, 2024 through June 30, 2025 | No | Replacing employee #3218 |
| Reilly Lazas | Special Education Teacher | WS | BA | 1 | \$62,465 | August 27, 2024 through June 30, 2025 | Yes | Replacing employee #3059 |

C.2. Employment Rescission

RESOLVED, that the Board of Education rescinds the appointment of Mayra Queznada as Van Driver for Warren Township Schools effective May 1, 2024.

C.3. Employment Contract - Business Administrator

RESOLVED, that the Board of Education approves the contract of employment dated May 13, 2024 between the Warren Township Board of Education and Mr. Christopher Heagele for the position of Business Administrator for the period July 1, 2024 through June 30, 2025. A copy of this contract is on file at the Board of Education office.

C.4. Employment Contract - Assistant Superintendent

RESOLVED, that the Board of Education approves the contract of employment dated May 13, 2024 between the Warren Township Board of Education and Mr. William Kimmick for the position of Assistant Superintendent for the period July 1, 2024 through June 30, 2025. A copy of this contract is on file at the Board of Education office.

C.5. Employment Contract - Director of Operations

RESOLVED, that the Board of Education approves the contract of employment dated May 13, 2024 between the Warren Township Board of Education and Mr. Michael Pate for the position of Director of Operations for

the period July 1, 2024 through June 30, 2025. A copy of this contract is on file at the Board of Education office.

- C.6. Employment Contract - Director of Special Services
RESOLVED, that the Board of Education approves the contract of employment dated May 13, 2024 between the Warren Township Board of Education and Mrs. Molly Lange for the position of Director of Special Services for the period July 1, 2024 through June 30, 2025. A copy of this contract is on file at the Board of Education office.

- C.7. Leave Request
RESOLVED, that the Board of Education approves the following leave requests:

| Employee ID | Paid/Unpaid |
|-------------|--|
| #2759 | FMLA - May 7, 2024 through May 21, 2024 (Paid) |
| #3735 | Leave - August 27, 2024 through December 31, 2024 (Unpaid) |
| #3683 | FMLA - August 27, 2024 through September 27, 2024 (Paid) NJFLA -September 30, 2024 through December 20, 2024 (Unpaid) |
| #0727 | FMLA - May 14, 2024 through May 23, 2024 (Paid) |

- C.8. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

| Name | Position | Location | Retirement/Resignation | Dates of Service |
|-------------|-----------------------|----------|------------------------|---------------------------------------|
| Anne Isedeh | Nurse 02-30-09/boz | CS | Resignation | May 10, 2021 through June 30, 2024 |

- C.9. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2024-2025 school year:

| Location | Position | Full-Time Equivalent |
|-----------|-----------------------------|----------------------|
| CS | Classroom Paraprofessional | 1.0 |
| WS | 1:1 Paraprofessional | 2.0 |

- C.10. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves the abolishment of the following positions for 2024-2025 school year:

| Location | Position | Full-Time Equivalent |
|-----------|-----------------------------------|----------------------|
| ALT | 1:1 Paraprofessional | 3.0 |
| MH | 1:1 Paraprofessional | 1.0 |
| WS | Classroom Paraprofessional | 1.0 |

- C.11. Appointment of WTAA and WTEA-eligible Staff 2024-2025 School Year
RESOLVED, that the Board of Education approves the list of WTAA and WTEA-eligible staff employment, dated May 13, 2024, for the 2024-2025 school year.
- C.12. Appointment of Unaffiliated Staff 2024-2025 School Year
RESOLVED, that the Board of Education approves the list of unaffiliated staff employment, dated May 13, 2024, for the 2024-2025 school year.
- C.13. Home Instruction - District Teaching Staff
RESOLVED, that the Board of Education approves all district certificated teachers, certificated substitutes and paraprofessionals who have a teaching certificate, to be appointed as home instructors for the 2024-2025 school year.
- C.14. Appointment of Summer Fun 2024 Staff
RESOLVED, that the Board of Education approves the list of Summer Fun 2024 staff, dated May 13, 2024.
- C.15. 2024-2025 Summer Custodians
RESOLVED, that the Board of Education approves custodians at their 2024-2025 hourly rate, as needed during the Summer 2024 for custodial department needs.
- C.16. 2024-2025 Summer Transportation Staff
RESOLVED, that the Board of Education approves transportation drivers and monitors at their 2024-2025 hourly rate, as needed during the Summer 2024 for transportation department needs (student transport and mail).
- C.17. Warren Middle School Staff Additional Hours Summer 2024
RESOLVED, that the Board of Education approves the following Middle School staff to work extra three days total, at the employee's per diem rate, as noted below:

| Name | Position | Amount |
|---------------|--------------------|---|
| Jenna Rotella | Guidance Counselor | Not to exceed \$1,045 (By July 31, 2024) |
| Helen Scully | Guidance Counselor | Not to exceed \$1,633 (By July 31, 2024) |
| Lauren Systo | Guidance Counselor | Not to exceed \$1,391 (By July 31, 2024) |
| Lisa Lontai | School Nurse | Not to exceed \$1,633 (By August 25, 2024) |

- C.18. Multi-Duty Paraprofessional Extended Work Schedule Summer 2024
RESOLVED, that the Board of Education approves an extended work schedule, to a maximum of five days total per school during Summer 2024, at the employee's per diem rate, as follows:

| Name | Position | School | Amount |
|-------------------|-----------------------------|--------|---------------------|
| Carmella Motyczka | Multi-Duty Paraprofessional | CS | Not to exceed \$943 |
| Maureen Holland | Multi-Duty | MTH | Not to exceed \$823 |

| | | | |
|-----------------|-----------------------------|-----|---------------------|
| | Paraprofessional | | |
| Susan Francione | Multi-Duty Paraprofessional | WS | Not to exceed \$839 |
| Jaclyn Johnson | Multi-Duty Paraprofessional | ALT | Not to exceed \$792 |

C.19. **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 at a cost not to exceed \$96,000.

C.20. **Acting Security Staff (2023/2024 School Year)**
RESOLVED, that the Board of Education appoints the following individuals for the 2023/2024 school year (prorated for the period from May 28, 2024 to June 13, 2024) as follows:

| Name | Position | Differential Amount |
|---------------|---|---------------------|
| Oscar Alfaro | Acting Security Compliance Manager (no change of hours) | \$520* |
| Carlo Palumbo | Acting Security Advocate (increase from 6.5 hours/day to 8 hours/day) | \$787* |

*To be paid with the first June payroll.

C.21. **Acting Security Compliance Manager (2024 Summer Fun)**
RESOLVED, that the Board of Education appoints Oscar Alfaro to the position of Acting Security Compliance Manager for 2024 Summer Fun program as follows:

| Name | Position | Hourly Amount |
|--------------|------------------------------------|---------------|
| Oscar Alfaro | Acting Security Compliance Manager | \$40 |

C.22. **Summer Hire 2024-2025 Custodians**
RESOLVED, that the Board of Education approves the attached list of summer custodial staff.

C.23. **Additional Hours**
RESOLVED, that the Board of Education approves the following additional hours:

| Name | Student # | Club/Purpose | Starting Date | Cost |
|------|---------------------------|-------------------------------|---------------|--|
| TBA | 2172586586 and 6505575203 | 8th Grade trip to Dorney Park | June 5, 2024 | Not to exceed \$96 (3 hours, estimate) |
| TBA | 2725435926 | 8th Grade trip to Dorney Park | June 5, 2024 | Not to exceed \$96 (3 hours, estimate) |

- XVI. Unfinished Business
- XVII. New Business
 - NJSBA Delegate Assembly
- XVIII. Public Commentary (any topic)

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).

The Board of Education welcomes and encourages input from the public. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

- XIX. Adjourn

District Mission Statement

"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."

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.

2023-2024 District Goals

1. Student Achievement
 - a. Improve student outcomes in:
 - i. English Language Arts (ELA) by focusing on a consistent set of best practices and standards alignment in all ELA classrooms;
 - ii. Math by focusing on a consistent set of best practices and standards alignment in all math classrooms; and
 - iii. Social-Emotional Learning competencies (SEL) by clarifying expectations for staff roles in implementing SEL to promote academic and social growth of students.
2. Belonging
 - a. Increase the cultural proficiency of educators by:
 - i. Engaging staff in conversations that help them recognize and improve their own cultural proficiency; and
 - ii. Engaging staff in lessons on culturally responsive teaching.
 - b. Increase student sense of belonging by:
 - i. Creating spaces where all are empowered to develop their authentic selves;
 - ii. Getting to know students' evolving stories, strengths, ambitions, and needs;
 - iii. Providing programs that foster student wellness and resilience;
 - iv. Ensuring dignity and kindness for all, in every situation; and
 - v. Building bridges across race, culture and identity to create a community where all are valued.
 - c. Improve Middle School culture by:
 - i. Engaging students in activities that foster student wellness and resilience;
 - ii. Building a culture of dignity and kindness for all; and
 - iii. Building bridges across race, culture and identity to create a community where all are valued.
3. Operations
 - a. Capital Plan
 - i. Implement referendum projects.
 - ii. Update the long-range capital plan.
 - b. Safety
 - i. Develop a safety and security five-year action plan based on the results of the Somerset County

2023-2024 Board Goals

1. Adopt a new five-year capital plan.
2. Negotiate a successor collective bargaining agreement with the Warren Township Education Association.
3. Draft communications/messaging strategies for key community topics.
4. Support the implementation of year four strategic plan priorities.