

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * May 23, 2022 * 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://tinyurl.com/WarrenTBOE052322>.

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 April 14, 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. 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 (student matter)

Action will be taken upon return to public session;

the length of the meeting is anticipated to be approximately 30 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 7:00 P.M.**

VI. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the April 25, 2022 Board Meeting.

VII. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

1

1

· Suspension Report

In School:

Out of School:

1

2

· Fire Drills

ALT
April 26

Central
April 26

Mt. Horeb
April 13

Woodland
April 11

Middle
April 29

· Security Drills

ALT
April 27
Evacuation

Central
April 8
Evacuation

Mt. Horeb
April 26
Evacuation

Woodland
April 8
Evacuation

Middle
April 13
Evacuation

ALT
April 25
Bus Evacuation

Central
April 12
Bus Evacuation

Mt. Horeb
April 13
Bus Evacuation

Woodland
April 13
Bus Evacuation

Middle
April 11
Bus Evacuation

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 2022-2023 school year.

2. Textbooks

RESOLVED, that the Board of Education approves adoption of existing district textbooks for the 2022-2023 school year.

3. Service Appointments

RESOLVED, that the Board of Education approves the following appointments for the 2022-2023 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 Ruth Davies as Treasurer of School Monies for the Warren Township Board of Education.
- 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 Ruth Davies.

- e. The appointment of Suplee, Clooney & Company as the auditing firm for the Warren Township Board of Education, at an annual cost of \$27,600.
- f. The appointment of Dr. Ronald Frank as District Medical Inspector, at a cost of \$4,000.
- g. The appointment of Dr. Derek Ressa as the district's Affirmative Action Officer, Title IX Coordinator, Anti-Bullying Coordinator, Homeless Liaison, 504 Officer and Surrogate Parent Coordinator
- h. The appointment of Melissa Smolenski as the district's Preschool Administrator.
- i. The appointment of Sean Convery as the district's Website Accessibility Coordinator.
- j. The appointment of Lance Riegler as the district's Computer Security Officer.
- k. The appointment of CBIZ-Centric as the district's board and general liability insurance agent.
- l. The appointment of Centric Benefits Consulting, Inc. as the district's dental insurance broker.
- m. 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.
- n. The appointment of Christopher Heagele, Business Administrator, as the district's Public Agency Compliance Officer (PACO), District Custodian of Records, and District Purchasing Agent.
- o. The appointment of Daniel Lorimor, Christopher Heagele and Christine Smith as the district's School Safety Specialists.
- p. The appointment of AIG/VALIC, AXA/Equitable, Lincoln Investment Planning, Inc. and Primerica as 403(b), 457(b) and Roth 403(b) plan providers.
- q. 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.
- r. 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.
- s. 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
Speech and Language	\$800
Occupational Therapy	\$700
Physical Therapy	\$700

Educational	\$700
Psychological	\$700
Neurodevelopmental	\$1,000
Neurological	\$1,000
Neuropsychological	\$5,000
Psychiatric	\$900
Assistive Technology Assessment	\$1,200
Augmentative Communication Assessment	\$1,200

t. 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.

u. Substitute Pay

RESOLVED, that the Board of Education approves the Substitute Rates of Compensation and incentive programs:

- Substitute Teachers and Paraprofessionals - \$129
- Substitute Nurses - \$250
- Long Term Substitutes - \$180
- Long Term Paraprofessionals - \$155

4. Finance

RESOLVED, that the Board of Education approves the following:

- The designation of the following bank as depository for district funds for 2022-2023, 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	Nbr.	Signatory(s)
General Operating (Current) Account	3	Treasurer of School Monies and/or Board Secretary and/or Board President and/or Board Vice President
Salary Account	1	Treasurer of School Monies or Board Secretary
Payroll Deduction Account	1	Treasurer of School Monies or Board Secretary
Unemployment Account	1	Board Secretary or Superintendent
Juice and Water Account	1	Board Secretary or Superintendent
Milk Account	1	Board Secretary or Superintendent
Flexible Spending Account	1	Board Secretary or Superintendent
Middle School Student Activity Account	2	Middle School Principal and/or Middle School Dean and/or 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), Middlesex Regional Educational Services Cooperative Purchasing, 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 2022-2023:

- a. Superintendent's Office (Superintendent's Secretary) \$200
- b. Buildings and Grounds/Transportation (Supervisor of B & G) \$200
- c. Schools (Building Principal) \$200 (each school)
- d. SPS (Director of SPS) \$100
- e. Curriculum (Curriculum Director) \$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 2022-2023 school year dated May 23, 2022:

- Administrative Organizational Chart
- Certificated Staff Organizational Chart
- Non-certificated Organizational Chart
- Buildings and Grounds 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 2022-2023 school year at the following rates:

- Single - \$49.34 per month, \$592.08 per annum
- 2 Adult - \$98.66 per month, \$1,183.92 per annum
- Parent/Child - \$110.97 per month, \$1,331.64 per annum
- Family - \$160.33 per month, \$1,923.96 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 – Mr. David Brezee

X. Superintendent's Remarks – Dr. Matthew Mingle

XI. Presentations

- Governor's Educator of the Year Award Recognition - Principals
- Warren Middle School Student Feature - Mr. George Villar, Ms. Maria Mensinger
- Warren Middle School Student Awards - Mr. George Villar, Ms. Maria Mensinger

XII. Discussion

XIII. Committee Reports

- Curriculum, Communications, and Technology Committee - April 25, 2022
- Finance, Operations, and Security Committee - May 16, 2022
- Personnel and Negotiations Committee - No meeting
- Ad Hoc Planning for Elementary Growth Committee - No meeting
- Ad Hoc Return to School Committee - No meeting
- Ad Hoc Committee on Dress Code - No meeting

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).

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 25, 2022.
- A.2. 2021-2022 Calendar
RESOLVED, that the Board of Education approves the revised 2021-2022 calendar.
- A.3. Special Education Learning/Language Disabilities Class - Woodland School
RESOLVED, that the Board of Education approves to establish a Special Education Learning/Language Disabilities Class at Woodland School to meet the needs of incoming students.
- A.4. Preschool Disabilities Class at Mt.Horeb School
RESOLVED, that the Board of Education approves to establish a Preschool Disabilities Class at Mt. Horeb School to meet the needs of incoming students.
- A.5. Tuition Contracts
RESOLVED, that the Board of Education approves the following tuition contracts with the parents of:

Student	School	Dates	Monthly Cost
# 700119	MTH	August 31, 2022 through June 30, 2023	\$433.00
# TBD	CS	August 31, 2022 through June 30, 2023	\$433.00

A.6. HIB Self-Assessment
RESOLVED, that the Board of Education approves the HIB Self-Assessment for the 2020-2021 school year.

A.7. Evaluation
RESOLVED, that the Board of Education approves a Neuropsychological Evaluation for an amount not to exceed \$5,000 for 2021-2022 school year.

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 2022 in the amount of \$4,005,678.47.

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 2022.
WHEREAS, this report shows the following balances on April 30, 2022.

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$14,436,005.86		\$1,929,204.87
(10) General Current Expense		\$0.00	
(11) Current Expense		\$2,636,733.50	
(12) Capital Outlay		\$142,293.55	
(13) Special Schools		\$1,250.52	
(20) Special Revenue Fund	\$16,285.33	\$44,409.88	\$0.00
(30) Capital Projects Fund	(\$115,194.57)	(\$432,167.26)	\$0.00
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$14,337,096.62	\$2,392,520.19	\$1,929,204.87
(60) Milk Fund	\$4,049.49	(\$397,193.56)	\$15,660.49
(61) Juice and Water Fund	\$1,358.13	\$0.00	\$1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$397,193.56)	\$17,018.62

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 April 2022

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.	11-000-100-566-000-08-01	Tuition - Private Schools	11-120-100-101-050-06-00	Salaries - Grade 1-5 Teachers - WS	\$13,225
2.	11-000-218-600-030-03-00	Guidance Supplies - CS	11-190-100-610-030-03-10	Instructional Supplies - CS	\$140
3.	11-000-230-334-000-01-00	Architect & Engineering Services	11-000-230-590-000-01-00	Other Purchased Svcs. - Admin	\$1,200
4.	11-000-251-580-000-00-00	Travel - Business Office	11-000-251-330-000-01-00	Business Office- Purchased Svcs.	\$200
5.	11-000-262-300-000-09-00	Purchased Svcs. - Maintenance	11-000-262-100-000-09-00	Salaries - Custodians	\$4,000
6.	11-000-266-610-030-10-03	Security-Transportation Supplies-CS	11-000-266-420-030-09-03	Security-Maintenance Repairs-CS	\$1,500
7.	11-000-270-512-033-07-99	Field Trip Transportation - MS	11-000-291-270-000-00-00	Health Benefits	\$5,835
8.	11-000-270-512-033-07-99	Field Trip Transportation - MS	11-190-100-320-033-07-99	Purchased Educational Svcs. - MS	\$2,290
9.	11-000-270-512-033-07-99	Field Trip Transportation - MS	11-190-100-610-033-07-99	Instructional Supplies - MS	\$1,455
10.	11-000-270-518-000-10-00	Contracted Special Ed Transp - ESC	11-120-100-101-050-06-00	Salaries - Grades 1-5 Teachers - WS	\$21,000
11.	11-190-100-610-030-03-99	Instructional Supplies - CS	11-190-100-320-030-03-99	Purchased Educational Svcs. - CS	\$3,000
12.	11-190-100-800-033-07-99	Field Trip Admission - MS	11-190-100-320-033-07-99	Purchased Educational Svcs. - MS	\$5,600
13.	11-190-100-800-030-03-99	Field Trip Admission - CS	11-190-100-320-030-03-99	Purchased Educational Svcs. - CS	\$682
14.	11-190-100-800-035-04-99	Field Trip Admission - MHS	11-190-100-320-035-04-99	Purchased Educational Svcs. - MHS	\$682
15.	11-190-100-800-040-05-99	Field Trip Admission - ALT	11-190-100-320-040-05-99	Purchased Educational Svcs. - ALT	\$682
16.	11-190-100-800-050-06-99	Field Trip Admission - WS	11-190-100-320-050-06-99	Purchased Educational Svcs. - WS	\$682
17.	12-000-266-730-033-11-01	Security Equipment - Middle School	11-000-291-270-000-00-00	Health Benefits	\$27,650

B.4. 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
Kimberly Bostory	ALT	Instructional Coaching Group - The Impact Cycle	Virtual	Sept 2022	\$595
Cynthia Cassidy	MS	Instructional Coaching Group - The Impact Cycle	Virtual	Sept 2022	\$595

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.5. Tax Payment Schedule for 2022-2023 School Year

RESOLVED, that the Board of Education approves the following tax payment schedule for 2022-2023 from the Township of Warren:

Tax Payment Schedule 2022-2023			
Friday, July 01, 2022	\$700,000	Tuesday, January 04, 2023	\$3,509,624
Friday, July 15, 2022	\$700,000	Tuesday, February 01, 2023	\$3,509,624
Monday, August 01, 2022	\$700,000	Tuesday, March 01, 2023	\$3,509,624
Monday, August 15, 2022	\$1,000,000	Friday, April 01, 2023	\$3,509,624
Thursday, September 01, 2022	\$2,000,000	Monday, May 02, 2023	\$3,509,623
Thursday, September 15, 2022	\$2,000,000	Wednesday, June 01, 2023	\$3,509,623
Monday, October 03, 2022	\$4,652,581		
Tuesday, November 01, 2022	\$4,652,581		
Thursday, December 01, 2022	\$4,652,581		

- B.6. 2022-2023 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:
- Straight time \$30.00 per hour
 - Time and a half \$45.00 per hour
 - Double time \$60.00 per hour

- B.7. Donation - Central School PTO
RESOLVED, that the Board of Education accepts, with gratitude, a donation not to exceed \$1,434 to be allocated to the purchase of tee-shirts for field day at Central School.

- B.8. Garbage/Trash Pick-Up and Removal Bid Acceptance
RESOLVED, that the Board of Education approves the following resolution:
WHEREAS, on May 12, 2022, the Board of Education received a bid from Interstate Waste Services for Garbage/Trash Pick-Up and Removal services for the district for the three year period of July 1, 2022 to June 30, 2025 as follows:

Interstate Waste Services		
Location	Dates	Amount
Districtwide	July 1, 2022 through June 30, 2023	\$23,993.05
Districtwide	July 1, 2023 through June 30, 2024	\$25,190.21
Districtwide	July 1, 2024 through June 30, 2025	\$26,437.25
B&G Yard Dumpster	July 1, 2022 through June 30, 2025	\$12,240.00
GRAND TOTAL		\$87,860.51

- B.9. Sale of Obsolete Item
RESOLVED, that the Board of Education declares as obsolete the following item:

Item Type	Make	Model	Asset Number
Copier	Savin	8055	5288

- B.10. Internal Special Education Transportation Route
RESOLVED, that the Board of Education approves internal transportation arrangements for Student # 1363196692.
- B.11. 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 Curriculum Director.
- B.12. Before and After Care Approval
RESOLVED, that the Board of Education approves the School Business Administrator's Evaluative Report recommending AlphaBest Education, Inc. and authorizes the School Business Administrator to enter into a contract with AlphaBest Education, Inc. for the provision of Before and After School Care services for the period of July 1, 2022 through June 30, 2024.
- B.13. Door Replacement Project at Central School
WHEREAS, a recommendation was made by the Superintendent of Alternate Schools to the Warren Township Board of Education ("Board") to seek a contract for construction services for Door Replacements at Central School (hereinafter "Project"); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Tuesday, April 19, 2022, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.;

Vendor	Base	Alternate 1	Alternate 2	Alternate 3a	Alternate 3b	Alternate 3c	Total
C&M Door Controls, Inc.	\$262,900	\$29,900	\$58,200	\$700	\$200	\$200	\$352,100
Northeastern Interior Services LLC	\$378,000	\$47,000	\$81,000	(\$2,000)	(\$300)	(\$375)	\$503,325
Premier Group Inc.	\$413,000	\$44,000	\$77,000	(\$2,600)	(\$500)	(\$500)	\$530,400
A1 Construction Services	\$490,000	\$59,000	\$90,000	\$42,000	\$22,000	\$39,000	\$742,000
Salazar & Associates	\$563,000	\$87,000	\$128,420	\$0.00	\$0.00	\$0.00	\$678,420
Ferraro Construction Corp.	\$620,059	\$66,295	\$96,016	\$1,755	\$650	\$875	\$785,604

WHEREAS, C&M Door Controls, Inc. bid has been reviewed by the design professionals and attorney and is the lowest and is responsive to the bid requirements for the Project,

NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project to C&M Door Controls, Inc. for Three hundred fifty-two thousand one hundred dollars (\$352,100). This contract and all of the project's professional and ancillary fees are to be paid from the district's general fund monies.

- B.14. LED Fixture Upgrades Project at Warren Middle School
WHEREAS, a recommendation was made by the Superintendent of Schools to the Warren Township Board of Education ("Board") to seek a contract for construction services for LED Fixture Upgrades at Warren Middle School (hereinafter "Project"); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Tuesday, April 19, 2022, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*;

Vendor	Base	Alternate 1	Alternate 2	Total
VA Electrical Contractor LLC	\$315,000	\$13,000	\$10,000	\$338,000
Astro Electrical LLC	\$368,500	\$15,100	\$8,300	\$391,900
M&M Electric Inc.	\$395,860	\$25,000	\$6,000	\$426,860
Power with Prestige Inc. Electrical Contracting	\$424,000	\$21,000	\$14,000	\$459,000

WHEREAS, VA Electrical Contractor LLC’s bid has been reviewed by the design professionals and attorney and is the lowest and is responsive to the bid requirements for the Project,

NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project to VA Electrical Contractor LLC for Three hundred thirty eight thousand dollars (\$338,000). This contract and all of the project’s professional and ancillary fees are to be paid from the district’s general fund monies.

B.15. Partial Window Replacement Project at Angelo L. Tomaso School

WHEREAS, a recommendation was made by the Superintendent of Schools to the Warren Township Board of Education (“Board”) to seek a contract for construction services for Partial Window Replacement at Angelo L. Tomaso School (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Tuesday, April 19, 2022, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*;

Vendor	Base	Total
D&E Window and Door, LLC	\$531,000	\$531,000
Panoramic Window and Door Systems	\$547,000	\$547,000
Premier Group	\$656,000	\$656,000
ZN Construction	\$720,000	\$720,000
A1 Construction Service	\$744,000	\$744,000

WHEREAS, D&E Window and Door, LLC’s bid has been reviewed by the design professionals and attorney and is the lowest and is responsive to the bid requirements for the Project,

NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project to D&E Window and Door, LLC for Five hundred thirty one thousand dollars (\$531,000). This contract and all of the project’s professional and ancillary fees are to be paid from the district’s general fund monies.

C. Personnel/Student Services

C.1. Employment for the 2022-2023 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
Oscar Alfaro	Multi-Duty Paraprofessional 32.5 hrs per week 08-40-15/bet	ALT	N/A	5	\$27,235	August 29, 2022 through June 30, 2023	N/A	To replace employee #0561
Cristina Dugan	Asap Math Teacher 02-40-22/bbv	ALT	MA+30	11-13	\$84,916	August 29, 2022 through June 30, 2023	No	To replace employee #1694
Beth Lewandowski	LLD Teacher 02-50-19/bng	WS	MA+15	11-13	\$81,377	August 29, 2022 through June 30, 2023	No	New Position
Angela Arpino	Leave Replacement Teacher	CS	BA	5	\$63,893	August 29, 2022 through on or about November 18, 2022	No	To replace employee #2823
Lynne Douglas	Grade 2 Teacher 02-40-22/bnl	ALT	BA	1	\$60,298	August 29, 2022 through June 30, 2023	No	New Position
Juliette Rayser	Preschool Teacher 02-35-19/bnm	MH	BA	4	\$62,878	August 29, 2022 through June 30, 2023	No	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
Gabriela Santos
Ashley Allegra
Karin Glorius-Patrick
Marisa Gasalberti
Paula Price
Griffin LeBlond

- C.3. Long Term Substitute
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee #
Marisa Gasalberti	May 19, 2022 through June 17, 2022	#2276
Richard Bardy	August 29, 2022 through November 18, 2022	#2684

- C.4. **Employment Contract - Business Administrator**
RESOLVED, that the Board of Education approves the contract of employment dated May 23, 2022 between the Warren Township Board of Education and Mr. Christopher Heagele for the position of Business Administrator for the period July 1, 2022 through June 30, 2023. A copy of this contract is on file at the Board of Education office.
- C.5. Employment Contract - Curriculum Director
RESOLVED, that the Board of Education approves the contract of employment dated May 23, 2022 between the Warren Township Board of Education and Mr. William Kimmick for the position of Curriculum Director for the period July 1, 2022 through June 30, 2023. A copy of this contract is on file at the Board of Education office.
- C.6. Employment Contract - Director of Operations
RESOLVED, that the Board of Education approves the contract of employment dated May 23, 2022 between the Warren Township Board of Education and Mr. Michael Pate for the position of Director of Operations for the period July 1, 2022 through June 30, 2023. A copy of this contract is on file at the Board of Education office.
- C.7. Retirement/Resignation
RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/ Resignation	Dates of Service
Ashley Allegra	Paraprofessional, 19.5 hrs per week 08-30-08/bmv	CS	Resignation	September 1, 2018 through June 30, 2022
Elizabeth Craig	Paraprofessional, 32.5 hrs per week 08-50-08/bjq	WS	Resignation	November 16, 2020 through June 30, 2022
Tara Taggart	Nurse 02-50-09/aoj	WS	Resignation	December 3, 2019 through June 30, 2022
Ruth Serino	Paraprofessional, 32.5 hrs per week 08-35-08/bib	MH	Retirement	August 30, 2021 through June 30, 2022

- C.8. Leave Request
RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#1151	FMLA - April 25, 2022 through May 20, 2022 (paid)
#3482	Medical Leave - May 9, 2022 through May 18, 2022 (paid) Medical Leave - May 19, 2022 through May 20 , 2022 (unpaid)
#2883	FMLA - June 6, 2022 through June 17, 2022 (paid)
#3323	NJFLA - September 12, 2022 - December 2, 2022 (unpaid) Extended Leave - December 3, 2022 through December 23, 2022 (unpaid)

- C.9. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2022-2023 school year:

Location	Position	Full-Time Equivalent
ALT	Grade 2 02-40-22/bnl	1.0
MH	Preschool Teacher 02-35-19/bnm	1.0

- C.10. Approval to Abolish Positions
RESOLVED, that the Board of Education hereby approves the abolishment of the following positions for 2022-2023 school year:

Location	Position	Full-Time Equivalent
ALT	1:1 Paraprofessional 08-40-08/blq	32.5 hrs per week
CS	1:1 Paraprofessional 03-30-08/bek	32.5 hrs per week
MH	1:1 Preschool Paraprofessional 08-35-08/bne	32.5 hrs per week
WMS	1:1 Paraprofessional 08-33-08/bip	32.5 hrs per week
WMS	1:1 Paraprofessional 08-33-08/bih	32.5 hrs per week
WMS	1:1 Paraprofessional 08-33-08/bnc	21 hrs per week

- C.11. Appointment of WTEA-eligible Staff 2022-2023 School Year
RESOLVED, that the Board of Education approves the list of WTEA-eligible staff employment, dated May 19, 2022, for the 2022-2023 school year.
- C.12. Appointment of Unaffiliated Staff 2022-2023 School Year
RESOLVED, that the Board of Education approves the list of unaffiliated staff employment, dated May 19, 2022, for the 2022-2023 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 2022-2023 school year.

C.14. 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
Lucia Raphael	May 16, 2022	CS 1:1 Paraprofessional 32.5 hrs per week	ALT 1:1 Paraprofessional 32.5 hrs per week

C.15. Merit Pay - School Business Administrator
RESOLVED, that the Board of Education approves the completion of the following 2021-2022 merit goal and subsequent merit goal completion payment for School Business Administrator Mr. Christopher Heagele as follows:

Criteria	Status	Merit Bonus Amount
Obtain Qualified Purchasing Agent (QPA) certification from the State of New Jersey Department of Community Affairs.	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Partially Achieved <input type="checkbox"/> Not Achieved	2.5 % - \$4,062.50
Obtain Certified Educational Facility Manager (CEFM) certification from the State of New Jersey Department of Education Office of School Facilities	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Partially Achieved <input type="checkbox"/> Not Achieved	2.5 % - \$4,062.50

C.16. Appointment of Summer Fun 2022 Staff
RESOLVED, that the Board of Education approves the list of Summer Fun 2022 certificated staff.

C.17. 2022-2023 Summer Custodians
RESOLVED, that the Board of Education approves the list of summer custodians.

C.18. After-School Activities/Clubs - Substitutes
RESOLVED, that the Board of Education approves all district certificated staff and paraprofessionals to be appointed as After-School Activities/Clubs substitutes for previously approved students during the 2022-2023 school year.

C.19. Summer Fun 2022 Paraprofessional Staff Pay Rates
RESOLVED, that the Board of Education approves the Summer Fun paraprofessionals hourly rates as follows:

- Paraprofessional/Substitute Paraprofessional - Adult (60+ College Credits) - \$20.00
- Paraprofessional/Substitute Paraprofessional - Adult (includes College under 60) - \$18.80
- Paraprofessional/Substitute Paraprofessional - High School Student - \$13.39

(*This motion supersedes previous motion from March 28, 2022.)

C.20. Additional Hours

RESOLVED, that the Board of Education approves the following additional hours:

Name	Student #	Club/Purpose	Starting Date	Cost
Valerie Nelson	1316551903	8th Grade Trip to Dorney Park	June 10, 2022	\$101 (3.5 hours)

D. Policy

D.1. Policy - First Reading

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

Number	Name	New/Revision	Source of Changes
P1648.15	Recordkeeping for Healthcare Settings in School Buildings - Covid-19	N	SEA
P2417	Student Intervention and Referral Services	R	SEA
P3161	Examination for Cause	R	SEA
P4161	Examination for Cause	R	SEA
P5512	Harassment, Intimidation and Bullying	R	SEA
P7410	Maintenance and Repair	R	SEA
P8420	Emergency and Crisis Situations	R	SEA
P9320	Cooperation with Law Enforcement Agencies	R	SEA

D.2. Policy – Abolish

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

Number	Name	Abolish	Source of Changes
P1648.14	Safety Plan for Healthcare Settings in School Buildings - Covid-19	Y	SEA

XVI. Unfinished Business

XVII. New Business

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).

XIX. 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 negotiation 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 15 minutes; and be it

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

XX. Adjourn

2020-2025 Strategic Plan Goals

1. Competencies Goal 1 - Strengthen each student's academic competencies by fostering a supportive instructional culture.
2. Competencies Goal 2 - Strengthen each student's social-emotional competencies to maximize growth and capabilities.
3. Voice & Engagement Goal 1 - Streamline existing two-way communications between district stakeholders to maximize consistency, efficiency, and effectiveness.
4. Voice & Engagement Goal 2 - Investigate and adopt a partnership-driven change management process.
5. Equity & Consistency Goal 1 - Provide each student with a rich array of academic, enrichment, and diverse social experiences.
6. Equity & Consistency Goal 2 - Create a culture that values diversity.
7. Health, Wellness & Safety Goal 1 - Promote the health and social-emotional wellness of students by equipping each staff member with skills to identify related factors and enhance support systems.
8. Health, Wellness & Safety Goal 2 - Maintain and improve all district facilities in conjunction with the district safety and security plan.

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)