

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * October 17, 2022 * 7:00 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/WarrenTBOE101722>.

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

Re: Chapter 231 P.L. 1975: "The adequate notice of this regular meeting as required by the Open Public Meetings Act was provided by the posting, mailing/delivery, and filing of this notice on January 5, 2022. This notice was on that date posted on the bulletin board in the Township Office, sent to the Courier News and TAP into Warren, and filed with the Township Clerk of the Township of Warren, all in accordance with the requirements of the Open Public Meetings Act."

II. Pledge of Allegiance

III. Roll Call

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

IV. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the October 3, 2022 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

2

VI. President's Remarks – Mr. David Brezee

VII. Superintendent's Remarks – Dr. Matthew Mingle

- VIII. Presentations
 - Strategic Plan Update with a Focus on Belonging and Rezoning - Dr. Matthew Mingle
 - State Testing Report - Mr. Bill Kimmick
- IX. Discussion
- X. Committee Reports
 - Curriculum, Communications, and Technology Committee - No meeting
 - Laura Keller - Chair, Mark Bisci, Daniel Croson, Lisa DiMaggio
 - Finance, Operations, and Security Committee - October 11, 2022
 - Patricia Zohn - Chair, Mark Bisci, David Brezee, Ryan Valentino
 - Personnel and Negotiations Committee - October 3, 2022
 - Todd Weinstein - Chair, Mehul Desai, Laura Keller
 - Ad Hoc Planning for Elementary Growth Committee - No meeting
 - Mark Bisci, Laura Keller, Todd Weinstein
- XI. Public Commentary (agenda items only)

Note on public input at BOE meetings: Board Policy #0167, adopted on June 18, 2018, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, address, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to three minutes' duration. If necessary, the public comment portion of the meeting may be extended fifteen minutes with Board approval;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

XII. Items for Board Consideration/Action

The Superintendent recommends that it be:

A. Education

- A.1. HIB Report
RESOLVED, that the Board of Education accepts the HIB Report submitted by the Superintendent for the period ending on October 3, 2022.
- A.2. HIB Self-Assessment
RESOLVED, that the Board of Education approves the HIB Self-Assessment for the 2021-2022 school year.
- A.3. Bedside Instruction
RESOLVED, the Board of Education approves the bedside instruction through LearnWell for Student #5213475863, beginning October 5, 2022, at an hourly rate of \$44.50, at a cost not to exceed \$2,966.

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of October 2022 in the amount of \$4,653,582.31.

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 September 2022.

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

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$14,044,660.77		\$1,484,579.02
(10) General Current Expense		\$0.00	
(11) Current Expense		\$1,542,366.45	
(12) Capital Outlay		\$22,232.33	
(13) Special Schools		\$5,511.30	
(20) Special Revenue Fund	(\$103,253.05)	\$48,723.45	\$0.00
(30) Capital Projects Fund	\$8,608,485.79	(\$11,977.59)	(\$1,653,267.26)
(40) Debt Service Fund	\$179.41	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$22,550,072.92	\$1,606,855.94	(\$168,688.24)
(60) Milk Fund	\$18,377.49	(\$27,900.00)	\$14,113.49
(61) Juice and Water Fund	\$51,270.64	(\$3,559.29)	\$48,174.64
TOTAL ENTERPRISE FUNDS	\$69,648.13	(\$31,459.29)	\$62,288.13

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 September 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.	11-000-230-630-000-01-00	BOE - Meeting Supplies	11-000-230-610-000-01-00	Administration - Supplies	\$1,230
2.	11-000-240-800-035-04-00	Principal Dues - Mt. Horeb	11-000-240-600-035-04-10	Admin. Supplies - Mt. Horeb	\$57
3.	11-000-251-580-000-00-00	Travel - Business Office	11-000-251-600-000-01-00	Business Office - Supplies	\$1,200
4.	11-000-291-290-000-00-00	Other Employee Benefits	11-000-217-320-040-08-00	Extraordinary Svcs.-Purchased Svcs.-ALT	\$20,000
5.	11-000-291-290-000-00-00	Other Employee Benefits	11-000-262-100-000-09-16	Summer Maintenance Workers	\$20,000
6.	11-000-291-290-000-00-00	Other Employee Benefits	11-000-270-161-000-10-02	Transportation - Special Ed - Subs	\$15,000

7.	11-000-291-290-000-00-00	Other Employee Benefits	11-000-270-518-000-10-00	Contracted Special Ed Transp.- ESC	\$11,000
8.	11-000-291-290-000-00-00	Other Employee Benefits	11-000-291-260-000-00-00	Worker's Compensation	\$10,000
9.	11-000-291-290-000-00-00	Other Employee Benefits	11-000-291-270-000-00-00	Health Benefits	\$80,000
10.	11-190-100-320-035-04-99	Purchased Educational Svcs - MHS	11-190-100-610-035-04-99	Instructional Supplies - MHS	\$4,000
11.	11-204-100-106-050-06-00	Salaries - LLD Aides - WS	11-204-100-101-033-07-00	Salaries - LLD Teacher - MS	\$5,262
12.	11-204-100-106-050-06-00	Salaries - LLD Aides - WS	11-209-100-106-040-05-00	Salaries - SEED - Aides - ALT	\$32,668
13.	11-204-100-500-033-08-00	LLD - Purchased Services-MS	11-214-100-500-030-08-00	Autism - Purchases Services - CS	\$45
14.	11-216-100-500-035-08-00	PSD - Purchased Services - MHS	11-214-100-500-030-08-00	Autism - Purchases Services - CS	\$45
15.	11-402-100-600-033-07-00	Sports Supplies - MS	11-402-100-800-033-07-00	Sports - Miscellaneous	\$2,800
16.	12-000-266-730-030-09-00	Security - Equipment - CS	11-000-263-610-000-09-00	Grounds - Supplies	\$160

B.4. Finance, Operations, and Security Committee Goals

RESOLVED, that the Board of Education approves the Finance, Operations, and Security Committee goals for the 2022-2023 School

Year:

- Support the implementation of year two strategic plan priorities that focus on Finance, Operations, and Security:
 - Evaluate the district's safety and security procedures and identify opportunities for enhancement.
 - Implement referendum projects.
 - Implement short-term lunch programs and plan for long-term lunch program implementation.
 - Update the long-range capital plan.
- Advise the board regarding the development of the 2023-2024 budget.
- Review the impact of new residential development on district operations.

B.5. Comprehensive Maintenance Plan (CMP)

Annual Maintenance Budget Amount Worksheet (Form M-1)

RESOLVED, that the Board of Education approves the following motion:

WHEREAS, the Department of Education requires New Jersey School Districts to submit the Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget Amount Worksheet (M-1) which documents "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Warren Township Schools are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

Now, therefore be it RESOLVED that the Warren Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget Amount Worksheet (M-1) for the Warren Township Schools in compliance with Department of Education requirements.

B.6. Transportation for Out-of-District Student - 2022-2023 School Year

RESOLVED, that the Board of Education approves the transportation contract with Somerset County Educational Services Commission for 2022-2023 School Year transportation for out-of-district student as follows:

School	Student ID #	Cost
The Community School	1363196692	\$334.41 per diem

(This motion supersedes the previous motion approved on August 29, 2022)

C. Personnel/Student Services

C.1. Warren Academy Courses - Instructor Stipend 2022-2023

RESOLVED, that the Board of Education approves the following staff for reimbursement as an Instructor. Each instructor will be reimbursed at the WTEA contractual rate \$50.00 per hour.

Staff Member	Course	Date	Prep Hours	Instructor Hours	Cost Total Not to Exceed
Carol Brown*	Youth Mental Health First Aid	November 21 & December 12, 2022	2	2	\$200.00
Carol Brown*	Youth Mental Health First Aid	January 30 & February 13, 2023	2	2	\$200.00
Carol Brown*	Youth Mental Health First Aid	March 6 & March 20, 2023	2	2	\$200.00
Michelle Zgombic	Digital Feedback for Formative Assessment	November 16 & 17, 2022	4	2	\$300.00
Kimberly Bostory	Helpful Tech Tips for Paraprofessionals	October 25, 26 & 27, 2022	5	3	\$400.00
Michelle Zgombic	Canva: Design Applications for your Classroom	November 2 & 3, 2022	4	2	\$300.00
Francesca Frosoni	All About Writing Workshop	November 3 & December 1, 2022	2	2	\$200.00
Cynthia Cassidy	Navigating the Alternate Observation	November 17, 2022	1	1	\$100.00
Myranda Shimko	Making Breakout EDU Work for You	November 3, 2022	1	1	\$100.00
Cynthia Cassidy	Using Canva with your Students	December 8, 2022 & February 9, 2023	2	2	\$200.00
MaryEllen Weaver	Meditation for Concentration & Focus	November 29, December 6 & 13, 2022	5	3	\$400.00
Marissa Marton-Sarao	Communicating Smarter, Not Harder	November 15, 2022	1	1	\$100.00

Kimberly Bostory	Tips, Tricks and Updates you Need to Know from Google	November 29 & 30, 2022	2	2	\$200.00
Cynthia Cassidy	Building Relationships in the Classroom	December 1, 2022	3	1	\$200.00
Cynthia Cassidy	App Smash: Exploring WTSD Resources	December 7, 2022	1	1	\$100.00
Francesca Frosoni	Alternate Observation	November 17, 2022	1	1	\$100.00
Laura Rodaman	Let's 'Start' Writing	November 15, 22, 29 & December 6, 2022	12	4	\$800.00
Simone Miller	Canva for Beginners	November 15& 30 December 6 & 14, 2022	12	4	\$800.00
Kimberly Bostory	Canva is on my Classlink.. Now What?	November 3 & 4, 2022	4	2	\$300.00

* Fully funded through ESSER II.

C.2. Personnel and Negotiations Committee Goals

RESOLVED, that the Board of Education approves the Personnel and Negotiations Committee goals for the 2022-2023 School Year:

- Negotiate a successor collective bargaining agreement with the Warren Township Administrators Association.
- Review and advise on Superintendent recommendations for adjustments to nonaligned staff compensation.
- Conduct the Superintendent evaluation process.

C.3. Bus Monitor - Appointment and Substitute Rate

RESOLVED, that the Board of Education approves all district staff to be appointed as a substitute bus monitor at a per trip rate of \$25 for all substitute bus monitors for the 2022-2023 school year.

C.4. Employment Rescission

RESOLVED, that the Board of Education rescinds the appointment of Dormi Borrayes as School Custodian for Warren Township Schools effective October 6, 2022.

C.5. Approval to Create Position

RESOLVED, that the Board of Education hereby approves to create the following position for 2022-2023 school year:

Location	Position	Full-Time Equivalent
MH	1:1 Preschool Paraprofessional 08-35-08/bny	32.5 hrs per week

C.6. Wage Rate Adjustments for Designated Unaffiliated Transportation Staff

RESOLVED, that the Board of Education approves wage rate adjustments for designated unaffiliated Transportation Staff, effective November 1, 2022.

C.7. Wage Rate Adjustments for Designated Unaffiliated Buildings & Grounds Staff
RESOLVED, that the Board of Education approves wage rate adjustments for designated unaffiliated Buildings & Grounds Staff, effective December 1, 2022.

C.8. **Substitute Custodian**
RESOLVED, that the Board of Education approves the following as Substitute Custodians at the rate of \$18.81 per hour, conditional upon the final approval by the New Jersey Department of Education. The Board further authorizes the submission of an application for emergency hiring.

Names	
Miguel Rubio	Matthew Fernandez

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary (any topic)

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XVI. Executive Session

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss:

a collective bargaining agreement and/or negotiations related to it

Action will not be taken upon return to public session;

the length of the meeting is anticipated to be approximately 20 minutes; and be it

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

XVII. Adjourn

2020-2025 Strategic Plan Goals

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

2022-2023 District Goals

1. Student Achievement
 - a. Prioritize social emotional learning as a foundational component of academic growth and success.
2. Belonging
 - a. Increase staff capacity to understand and engage with equity issues in order to support staff and students.
 - b. Create a culture that values belonging and community.
 - c. Incorporate student voice in the concept of belonging.
3. Elementary School Rezoning
 - a. Plan for the implementation of new enrollment zones in the 2023-2024 school year.
 - i. Phase 1 - Model Development
 - ii. Phase 2 - Zone Development
 - iii. Phase 3 - Implementation Planning
 - iv. Phase 4 - Implementation
4. Safety
 - a. Evaluate the district's safety and security procedures and identify opportunities for enhancement.
5. Capital Planning
 - a. Implement referendum projects.
 - b. Implement short-term lunch programs and plan for long-term lunch program implementation.
 - c. Update the long-range capital plan.

2022-2023 Board Goals

1. Adopt a new five-year capital plan.
2. Negotiate a successor collective bargaining agreement with the Warren Township Administrators Association.
3. Expand training opportunities for new board members.
4. Support the implementation of year three strategic plan priorities.