

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \*October 19, 2020 \* 7:00 PM  
Virtual

**PLEASE NOTE: The Warren Township Board of Education has changed the details of the meeting as follows: Due to nationwide health concerns, the meeting will be entirely virtual, with Board members, Administration and the public welcome to attend at <https://tinyurl.com/WarrenTBOE101920>.**

I. Call to Order and Statement of Presiding Officer Christian Bellmann, 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 October 6, 2020. 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

___Vaishali Amberkar	___Mark Bisci	___Marc Franco
___Aaron Bellish	___David Brezee	___Ayanna Taylor-Venson
___Christian Bellmann	___Lisa DiMaggio	___Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the October 5, 2020 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

1

0

· Suspension Report

In School:

Out of School:

0

0

VI. President's Remarks – Mr. Christian Bellmann

VII. Superintendent's Remarks – Dr. Matthew Mingle

- VIII. Presentation
- IX. Discussion
- X. Committee Reports
- XI. Public Commentary (agenda items only)

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

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

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 5, 2020.

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 2020 in the amount of \$3,972,434.44.

B.2. Board Secretary's and Treasurer's Report - June

WHEREAS, the Board of Education has received the report of the secretary for the month of June, 2020 (Final); and  
 WHEREAS, this report shows the following balances on June 30, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$11,233,966.53		
(10) General Current Expense		\$57,522.00	
(11) Current Expense		\$2,693,842.93	
(12) Capital Outlay		\$91,708.84	
(13) Special Schools		\$16,076.43	
(20) Special Revenue Fund	\$3,166.43	\$44,664.28	\$0.00
(30) Capital Projects Fund	\$2,643,933.37	(\$4,326,671.58)	(\$1,763,502.48)

(40) Debt Service Fund	\$60,336.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$13,941,402.33	(\$1,422,857.10)	(\$699,640.55)
(60) Milk Fund	\$4,049.49	\$ (8,773.89)	\$ 100.70
(61) Juice and Water Fund	\$1,358.13	\$ (2,942.59)	\$ 1,443.52
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$11,716.48)	\$1,544.22

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. Board Secretary's and Treasurer's Report - July

WHEREAS, the Board of Education has received the report of the secretary for the month of July 2020 (Final).

WHEREAS, this report shows the following balances on July 31, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$11,251,845.15		\$1,275,641.28
(10) General Current Expense		\$0.00	
(11) Current Expense		\$2,471,596.73	
(12) Capital Outlay		\$4,686,874.91	
(13) Special Schools		\$9,370.32	
(20) Special Revenue Fund	\$2,228.43	\$36,563.98	\$0.00
(30) Capital Projects Fund	\$2,237,265.31	\$0.00	\$355,825.94
(40) Debt Service Fund	(\$4,320,601.35)	\$0.65	\$60,336.00
TOTAL GOVERNMENTAL FUNDS	\$9,170,737.54	\$7,204,406.59	\$1,691,803.22
(60) Milk Fund	\$4,049.49	\$ (26,000.00)	\$ 17,207.49
(61) Juice and Water Fund	\$1,358.13	\$ (11,000.00)	\$ 1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$37,000.00)	\$18,565.62

WHEREAS, in compliance with law and code the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

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- B.4. Board Secretary's and Treasurer's Report - August  
 WHEREAS, the Board of Education has received the report of the secretary for the month of August 2020; and .  
 WHEREAS, this report shows the following balances on August 31, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$6,577,536.54		\$1,275,641.28
(10) General Current Expense		\$0.00	
(11) Current Expense		\$2,441,620.22	
(12) Capital Outlay		\$274,272.91	
(13) Special Schools		\$167,716.24	
(20) Special Revenue Fund	(\$60,308.82)	\$25,763.98	\$0.00
(30) Capital Projects Fund	\$1,888,931.31	\$0.00	\$355,825.94
(40) Debt Service Fund	\$0.65	\$0.65	\$60,336.00
TOTAL GOVERNMENTAL FUNDS	\$8,406,159.68	\$2,909,374.00	\$1,691,803.22
(60) Milk Fund	\$4,049.49	\$ (26,000.00)	\$ 17,207.49
(61) Juice and Water Fund	\$1,358.13	\$ (11,000.00)	\$ 1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$37,000.00)	\$18,565.62

WHEREAS, in compliance with law and code the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above reference reports and certifications and be it

FURTHER RESOLVED, in compliance with law and code, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section), to the best of its knowledge, no major account or fund has been over expended in violation of law and code and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

- B.5. Budget Transfers for Month of August 2020  
 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.	11-000-100-562-000-08-01	Tuition - Other LEAs	11-000-100-566-000-08-01	Tuition - Private Schools	\$5,423
2.	11-000-213-600-030-00-00	Health Supplies - District - CS	11-000-291-270-000-00-00	Health Benefits	\$3,408
3.	11-000-213-600-033-00-00	Health Supplies - District - MS	11-000-291-270-000-00-00	Health Benefits	\$3,916
4.	11-000-213-600-035-00-00	Health Supplies - District - MHS	11-000-291-270-000-00-00	Health Benefits	\$3,408
5.	11-000-213-600-040-00-00	Health Supplies - District - ALT	11-000-291-270-000-00-00	Health Benefits	\$3,408
6.	11-000-213-600-050-00-00	Health Supplies - District - WS	11-000-291-270-000-00-00	Health Benefits	\$3,408
7.	11-000-222-500-030-12-00	Library - Other Purchased Svcs.-MS	11-000-291-270-000-00-00	Health Benefits	\$1,238
8.	11-000-222-500-035-12-00	Library - Other Purchased Svcs.-MS	11-000-291-270-000-00-00	Health Benefits	\$1,238
9.	11-000-222-500-040-12-00	Library - Other Purchased Svcs.-MS	11-000-291-270-000-00-00	Health Benefits	\$1,238
10.	11-000-222-500-050-12-00	Library - Other Purchased Svcs.-MS	11-000-291-270-000-00-00	Health Benefits	\$1,238
11.	11-000-223-500-040-12-00	Staff Training-Purchased Svcs.-ALT	11-000-223-320-040-12-00	Staff Training-Purchased Svcs.-ALT	\$5,200

12.	11-190-100-500-030-12-00	Other Purchased Svcs. - Curr - CS	11-000-291-270-000-00-00	Health Benefits	\$5,274
13.	11-190-100-500-033-12-00	Other Purchased Svcs. - Curr - MS	11-000-291-270-000-00-00	Health Benefits	\$4,722
14.	11-190-100-500-035-12-00	Other Purchased Svcs. - Curr- MHS	11-000-291-270-000-00-00	Health Benefits	\$4,698
15.	11-190-100-500-040-12-00	Other Purchased Svcs. - Curr - ALT	11-000-291-270-000-00-00	Health Benefits	\$4,980
16.	11-190-100-500-050-12-00	Other Purchased Svcs. - Curr - WS	11-000-291-270-000-00-00	Health Benefits	\$5,010
17.	12-000-261-730-030-09-03	Maintenance Equipment - CS	11-000-291-270-000-00-00	Health Benefits	\$5,655
18.	12-000-261-730-033-09-07	Maintenance Equipment - MS	11-000-291-270-000-00-00	Health Benefits	\$5,655
19.	12-000-261-730-035-09-04	Maintenance Equipment - MHS	11-000-291-270-000-00-00	Health Benefits	\$5,655
20.	12-000-261-730-040-09-05	Maintenance Equipment - ALT	11-000-291-270-000-00-00	Health Benefits	\$5,655
21.	12-000-261-730-050-09-06	Maintenance Equipment - WS	11-000-291-270-000-00-00	Health Benefits	\$5,655

**B.6. 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
Alison Hales	ALT	Bureau of Education and Research/School Based Occupational Therapists: Using Motor Learning Development Strategies to Increase School Success	Online	Nov 2020	\$279
Nicole Runfola	MTH	Transitioning from Picture Exchange Communication System to Speech Generating Devices	Online	Dec 2020	\$219
Lindsay LaNeve	CS	International Society for Technology in Education 2020	Online	Nov and Dec 2020	\$195

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.7. Extraordinary Aid 2019-2020 - Increased Award**

RESOLVED, that the Board of Education hereby accepts increased Extraordinary Aid funding from the 2019-2020 school year in the amount of \$586,535 (an increase of \$53,401 from the original award of \$533,134).

- B.8. Extraordinary Aid 2019-2020 - Allocation  
RESOLVED, that the Board of Education approves an increase to the 2020-2021 budget to recognize the increased 2019-2020 Extraordinary Aid in the amount of \$53,401 as follows:
- Revenue Account: 10-3131 Extraordinary Aid (10-303 Budgeted Fund Balance)
  - Expense Acct:11-000-216-320 - Spch/OT/PT Purch Services \$20,000
  - Expense Acct:11-000-291-270 - Health Benefits \$33,401
- B.9. Middle School Paving - Withdrawal from Capital Reserve  
RESOLVED, that the Board of Education's prior approval of the paving project at the district's Middle School includes approval of funding from the district's Capital Reserve.
- B.10. Allocation of Outstanding Grant Monies  
RESOLVED, that the Board of Education accepts the allocation of the 2019-2020 School Year outstanding monies from the Municipal Youth Services Commission totaling \$3,663:
- a. Diversity Club - \$527
  - b. Boys Council - \$1,176
  - c. Girls Circle - ALT - \$980
  - d. Girls Circle - Woodland - \$980
- (Initial Board approval was October 7, 2019.)
- B.11. State Aid Funding - Coronavirus Relief Fund Grant Allocation**  
**RESOLVED, that the Board of Education approves the additional state aid funding from the Coronavirus Relief Grant (CRF), for which the district's allocation is \$39,431. Grant monies to be used to defray the costs associated with reopening of school.**

C. Personnel/Student Services

- C.1. Employment for the 2020-2021 School Year  
RESOLVED, upon recommendation from the Superintendent that the Board of Education approve the following Personnel items including the emergent employment of the following employees (indicated by \*) conditional upon the final approval by the New Jersey Department of Education The Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1, et. Seq., N.J.S.A. 18A:6.14.12, et. Seq., if applicable Staff members shall be paid in accordance with provisions in their collective bargaining agreement and/or in accordance with a schedule provided to all employees prior to the beginning of the contract or school year.

Name	Position/PCR	Location	Degree	Step	Salary	Effective Date	Tenure	Discussion
Thomas Ronkowitz	Custodian (N) 04-35-10/bla	MH	n/a	n/a	\$37,500	10/20/2020 - 6/30/2021	N	To replace employee #2570
Karen Lelchuk	Leave Replacement Speech Language Pathologist	MH/WS	MA+45	1	\$73,553	11/9/2020 - 6/30/2021	N	To replace employee #2041
Dominic Vignali	Leave Replacement School Counselor	WMS	MA	1	\$64,726	12/21/2020 - 6/30/2021	N	To replace employee #1415

Molly Mahoney	Leave Replacement Grade 5 Teacher	WS	BA	1	\$58,842	11/10/2020 - 6/30/2021	N	To replace employee #1752
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C.2. Substitute Teacher

RESOLVED, that the Board of Education approves the following to be appointed as a substitute teacher for the 2020-2021 school year.

Name
Alba Figueroa

C.3. Leave Request

RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#3406*	FFCRA - September 8, 2020 through November 25, 2020 (paid)
#1312**	FMLA - September 14, 2020 through December 4, 2020 (paid) Extended Leave - December 7, 2020 through December 23, 2020 (paid)
#2041***	FFCRA - September 1, 2020 - November 20, 2020 (paid) Extended Leave - November 23, 2020 through June 30, 2021 (unpaid)
#1752****	FFCRA - September 1, 2020 through November 20, 2020 (paid) Extended Leave - November 23, 2020 through June 30, 2021 (unpaid)
#2651	FFCRA - July 27, 2020 through August 7, 2020 (paid)

\* (This motion supersedes previous motion from August 31, 2020.)

\*\* (This motion supersedes previous motion from September 21, 2020.)

\*\*\* (This motion supersedes previous motion from August 17, 2020.)

\*\*\*\* (This motion supersedes previous motion from August 17, 2020.)

C.4. Retirement/Resignation

RESOLVED, that the Board of Education approves the retirement/resignations of the following staff:

Name	Position	Location	Retirement/ Resignation	Dates of Service
Jill Zimmer	Reach Teacher 02-50-22/aha 02-30-22/aqo	WS, CS	Retirement	September 1, 1999 through December 31, 2020
Shannon Sharkey	Supervisor of Special Services	District	Resignation	September 1, 2010 through January 1, 2021

C.5. Personnel & Negotiations Committee Goals

RESOLVED, that the Board of Education approves the 2020-2021 Curriculum, Communications, & Technology Committee goals:

- Advise the board on the impacts of the school reopening plan on the district's personnel and negotiations.
- Review and advise the Superintendent recommendations for adjustments to nonaligned staff compensation.

C.6. Sidebar Agreement - Modified Work Location  
RESOLVED, that the Board of Education approves the sidebar agreement between the Warren Township Board of Education and the Warren Township Education Association regarding modified work location.

C.7. Long Term Substitute  
RESOLVED, that the Board of Education approves the following individual as a Long Term Substitute:

Name	Effective Date	Replacing Employee
Diane Moon	September 14, 2020 - November 11, 2020	#1312
Thomas Henry	September 8, 2020 - November 11, 2020	#1278

C.8. Assignment of WTEA-Eligible Staff for Hybrid 1.1  
RESOLVED, that the Board of Education approves the assignments of WTEA-eligible staff employment, dated October 15, 2020, for the 2020-2021 school year.

C. 9. Approval to Create Positions  
RESOLVED, that the Board of Education hereby approves the creation of the following positions for 2020-2021:

Location	Position	Full-Time Equivalent
WMS	1:1 Paraprofessional 08-33-08/bli	32.5 hrs per week

C.10. 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
Sara von Bartheld	11/23/2020 - 6/30/2021	1.0 Social Worker WS, ALT \$67,564	.8 Social Worker WS, ALT \$54,051

C.11. Sidebar Agreement - Employee #2041  
RESOLVED, that the Board of Education approves the sidebar agreement between the Warren Township Board of Education and the Warren Township Education Association regarding Employee #2041.

C.12. Sidebar Agreement - Employee #1752  
RESOLVED, that the Board of Education approves the sidebar agreement between the Warren Township Board of Education and the Warren Township Education Association regarding Employee #1752.

D. Policy

D.1. Policies – First Reading  
RESOLVED, that the Board of Education approves the first reading of the following policies:

Number	Name	New/Revision	Source of Changes
P1620	Administrative Employment Contracts	R	SEA
P1648.02	Remote Learning Options for Families	R	SEA
P2431	Athletic Competition	R	SEA
P2464	Gifted and Talented Students	R	SEA
P5330.05	Seizure Action Plan	N	SEA
P6440	Cooperative Purchasing	R	SEA
P7440	School District Security	R	SEA
P7450	Property Inventory	R	SEA
P7510	Use of School Facilities	R	SEA
P8420	Emergency and Crisis Situations	R	SEA
R7510	Use of School Facilities	R	SEA

XIII. Unfinished Business

XIV. New Business

XV. Public Commentary (any topic)

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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;

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XVI. 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.

2020-2021 Board Goals

1. Develop a process for engaging community stakeholders.
2. Define student achievement.