

# WARREN TOWNSHIP SCHOOLS

Board of Education Meeting \* September 21, 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/WarrenTBOE092120>.**

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 September 1, 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

___ Aaron Bellish	___ David Brezee	___ Marc Franco
___ Christian Bellmann	___ Susie Chu	___ Ayanna Taylor-Venson
___ Mark Bisci	___ Lisa DiMaggio	___ Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public and private session minutes of the August 31, 2020 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

0

0

· Suspension Report

In School:

Out of School:

0

0

VI. President's Remarks – Mr. Christian Bellmann

- Recognition of Service - Mrs. Susie Chu

VII. Superintendent's Remarks – Dr. Matthew Mingle

- VIII. Presentations
  - New Staff Introductions - Dr. Matthew Mingle
  - Summer Projects - Mr. Michael Pate
- 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 August 31, 2020.
- A.2. Fieldwork Site  
RESOLVED, that the Board of Education approves a Clinical Affiliation Agreement with Rutgers - School of Nursing for the 2020-2021 school year to secure Warren Township Schools as a fieldwork site to provide supervised clinical educational experiences in the field of nursing.
- A.3. Curriculum Guides - 2020  
RESOLVED, that the Board of Education approves the following new and revised curriculum guides:
  1. K-2 Reading
  2. K-2 Writing
  3. K-8 Vocal Music
  4. 4-8 Instrumental Music
  5. K-8 Math
  6. Algebra/Geometry Grades 6-8
  7. Home Arts Grades 6-8

- A.4. 2020-2021 Calendar  
RESOLVED, that the Board of Education approves the revised 2020-2021 calendar.
- A.5. Curriculum, Communications, & Technology 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 curriculum, instruction, and technology.
  - Gather information about other boards that have high level community engagement strategies to inform the development of a local process.
  - Create a process by which the Board of Education will define student achievement.
- A.6. Return to School Plan  
RESOLVED, that the Board of Education approves the revised Return to School plan and authorizes its submission to the New Jersey Department of Education.
- A.7. School Safety Data System (SSDS) Summary Report  
RESOLVED, that the Board of Education approves the SSDS Summary Report submitted by the Superintendent for the period September 1, 2019 through June 30, 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 September 2020 in the amount of \$3,793,863.20.
- B.2. Board Secretary's and Treasurer's Report - TENTATIVE  
WHEREAS, the Board of Education has received the report of the secretary for the month of July, 2020;  
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		\$1,222,240.28
(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	\$1,638,402.22
(60) Milk Fund	\$4,049.49	\$ (26,000.00)	\$ 4,049.69
(61) Juice and Water Fund	\$1,358.13	\$ (11,000.00)	\$ 1,358.13
TOTAL ENTERPRISE FUNDS	\$5,407.62	(\$37,000.00)	\$5,407.82

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 July 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.	11-000-240-800-035-04-00	Principal Dues - Mt. Horeb	11-000-240-600-035-04-10	Admin. Supplies - Mt. Horeb	\$60
2.	11-000-252-330-000-11-01	Technology - Professional Services	11-190-100-610-033-11-01	Supplies-Instructional Hardware-MS	\$17,944
3.	11-000-252-600-000-11-01	Technology - Supplies	11-190-100-610-033-11-01	Supplies-Instructional Hardware-MS	\$20,901
4.	12-000-252-730-000-11-01	Equipment - Technology	11-190-100-610-033-11-01	Supplies-Instructional Hardware-MS	\$29,885
5.	11-000-252-500-000-11-01	Technology- Other Purchased Svcs.	11-000-252-600-000-11-01	Technology - Supplies	\$9,000
6.	11-000-252-800-000-11-01	Technology - Miscellaneous	11-000-252-600-000-11-01	Technology - Supplies	\$200
7.	11-000-261-610-030-09-03	Maintenance Supplies - CS	11-000-291-270-000-00-00	Health Benefits	\$700
8.	11-000-261-610-033-09-07	Maintenance Supplies - MS	11-000-291-270-000-00-00	Health Benefits	\$700
9.	11-000-261-610-035-09-04	Maintenance Supplies - MHS	11-000-291-270-000-00-00	Health Benefits	\$700
10.	11-000-261-610-040-09-05	Maintenance Supplies - ALT	11-000-291-270-000-00-00	Health Benefits	\$700
11.	11-000-261-610-050-09-06	Maintenance Supplies - WS	11-000-291-270-000-00-00	Health Benefits	\$700
12.	11-000-261-800-000-09-00	Maintenance - Other	11-000-262-610-000-09-00	Building Supplies - Maintenance	\$750
13.	11-000-262-520-000-01-00	Insurance - Property & Liability	11-000-262-610-000-09-00	Building Supplies - Maintenance	\$5,112
14.	11-000-270-514-000-10-00	Contracted Special Ed Transp.	11-000-270-518-000-10-00	Contracted Special Ed Transp.-ESC	\$2,009
15.	11-000-270-800-000-10-00	Transportation - Other	11-000-270-420-000-10-00	Transp. - Repair and Maintenance	\$2,000
16.	11-190-100-500-033-07-00	Other Purchased Services - Middle	11-190-100-610-033-07-10	Instructional Supplies - MS	\$3,100
17.	11-190-100-500-030-11-01	Other Purchased Services-Tech-CS	11-000-291-270-000-00-00	Health Benefits	\$1,183
18.	11-190-100-500-035-11-01	Other Purchased Svcs.- Tech- MHS	11-000-291-270-000-00-00	Health Benefits	\$741
19.	11-190-100-500-040-11-01	Other Purchased Svcs.- Tech - ALT	11-000-291-270-000-00-00	Health Benefits	\$975
20.	11-190-100-500-050-11-01	Other Purchased Svcs.- Tech - WS	11-000-291-270-000-00-00	Health Benefits	\$1,001
21.	11-190-100-610-030-11-01	Supplies-Instructional Hardware-CS	11-000-291-270-000-00-00	Health Benefits	\$25,610
22.	11-190-100-610-035-11-01	Supplies-Instructional Hardware- MHS	11-000-291-270-000-00-00	Health Benefits	\$16,765
23.	11-190-100-610-040-11-01	Supplies-Instructional Hardware - ALT	11-000-291-270-000-00-00	Health Benefits	\$20,972
24.	11-190-100-610-050-11-01	Supplies-Instructional Hardware- WS	11-000-291-270-000-00-00	Health Benefits	\$21,680
25.	11-105-100-101-035-04-00	Salaries - Preschool (PT) Teachers	11-216-100-101-035-04-00	Salaries - Preschool (FT) Teachers	\$151,273
26.	11-215-100-101-035-04-00	Salaries - Preschool (PT) Teachers	11-216-100-101-035-04-00	Salaries - Preschool (FT) Teachers	\$151,273
27.	11-215-100-101-035-04-01	Salaries - Preschool (PT) Teachers - Other - MHS	11-216-100-101-035-04-01	Salaries - Preschool (FT) Teachers - Other - MHS	\$107,190
28.	11-215-100-106-035-04-00	Salaries - Preschool Aides (PT)-MH	11-216-100-106-035-04-00	Salaries - Preschool Aides (FT)-MH	\$74,774
29.	11-215-100-500-035-08-00	Preschool (PT) - Other Purchased Services - MHS	11-216-100-500-035-08-00	Preschool (FT) - Other Purchased Services - -MHS	\$2,000
30.	11-215-100-600-035-08-00	Preschool (PT) - Supplies - MHS	11-216-100-600-035-08-00	Preschool (FT) - Supplies - MHS	\$3,000

31.	12-000-261-730-030-09-03	Maintenance Equipment - CS	11-000-291-270-000-00-00	Health Benefits	\$2,016
32.	12-000-261-730-033-09-07	Maintenance Equipment - MS	11-000-291-270-000-00-00	Health Benefits	\$2,016
33.	12-000-261-730-035-09-04	Maintenance Equipment - MHS	11-000-291-270-000-00-00	Health Benefits	\$2,016
34.	12-000-261-730-040-09-05	Maintenance Equipment - ALT	11-000-291-270-000-00-00	Health Benefits	\$2,016
35.	12-000-261-730-050-09-06	Maintenance Equipment - WS	11-000-291-270-000-00-00	Health Benefits	\$2,016
36.	12-120-100-730-050-11-01	Instructional Equipment - Tech - WS	11-190-100-610-050-11-01	Supplies Instructional Hardware-WS	\$2,651

**B.4. B&G/Transportation Office Partial Roof Replacement**

RESOLVED, that the Board of Education authorizes USA Architect to submit all necessary plans and paperwork to the Department of Education concerning the B&G/Transportation Office Partial Roof Replacement project, to submit an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan, when necessary, and facilitate the solicitation of bids.

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is not seeking State funding but will fund the Project through the District's general fund.

**B.5. Central School Partial Roof Replacement Project**

RESOLVED, that the Board of Education authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Central School Partial Roof Replacement project, to submit an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan, when necessary, and facilitate the solicitation of bids.

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is not seeking State funding but will fund the Project through the District's general fund.

**B.6. Finance, Operations, & Security Committee Goals**

RESOLVED, that the Board of Education approves the 2020-2021 Finance, Operations, & Security Committee goals:

- Advise the board on the impacts of the school reopening plan on the district's finances, operations, and security.
- Collaborate with the administration to support the implementation of consistent safety and security procedures and practices throughout the district.
- Advise the board on the implementation of the capital improvement plan.
- Advise the board regarding the development of the 2021-2022 budget.
- Review the impact of new residential development on district operations.

**B.7. Purchase of Truck and Ancillary Furnishings**

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

- 2020 Ford F-250 SRW XL 4WD Reg Cab 8 foot truck from Beyer Ford, under State of New Jersey cooperative purchasing contract #A88727, at a cost of \$31,863.50
- 8 foot Western Plow from Van Dine Motors, under State of New Jersey cooperative purchasing contract #A88720, at a cost of \$5,236.94
- Truck cap and bed slide through Cap connection at a combined cost of \$5,568
- Lights and radio through Triangle Communications LLC under State of New Jersey cooperative purchasing contract #17-Fleet-00739 at a cost of \$3,612.64

- B.8. **Sale of Obsolete Item**  
**RESOLVED**, that the Board of Education declares as obsolete the following item:
- 2007 Ferris IS 4500z 61" Zero Turn Mower, S/N, Model # - 5901180  
 Serial # - 2000518652

BE IT FURTHER RESOLVED, that the Board of Education approves the sale of the listed equipment in accordance with N.J.S.A. 18A:18A:45 – Sale of Property.

- B.9. **Transportation for Out-of-District Students**  
**RESOLVED**, that the Board of Education approves transportation contracts for the transportation of students for the 2020-2021 School Year as follows:

Host	Joiner	Destination	Route	Revenue
Warren	Watchung Hills Regional High School	Ridge High School	RHS1	\$37,341.80
Warren	Watchung Hills Regional High School	Watchung Hills Regional High School	WH1a	\$8,667.18

- B.10. **Technology Purchase**  
**RESOLVED**, that the Board of Education approves the purchase of the following technology equipment and services from Glencom Systems Inc. at a total purchase price of \$63,078:
- Checkpoint 6600 Plus App w/ Sandblast
  - Memory Upgrade kit (from 16 gb to 32 gb)
  - Installation and technical support contract

This purchasing is per N.J.S.A. 18A:18a-5e, whereby the Board of Education is permitted to purchase at a price 10% or more below state contract price when it has solicited and received three quotations.

- B.11. **Transportation for Out-of-District Student - SY**  
**RESOLVED**, that the Board of Education approves the transportation contract with Somerset County Educational Services Commission for 2020-21 SY transportation for out of district student as follows:

Contractor	School	Student Id	Cost
SCESC	Hunterdon Prep	6672870988	\$167.37 per diem*
SCESC	New Beginnings	5857664682	\$229.90 per diem*

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

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
Frances Schaedel	Bus Driver 5 hrs per day 12-00-24/aku	District	N/A	N/A	\$18,000	On or about 9/1/2020 - 6/30/2021	No	To replace employee #3253
Bonnie Weber	Bus Driver 5 hrs per day 12-00-24/agw	District	N/A	N/A	\$16,200	On or about 9/2/2020 - 6/30/2021	No	To replace employee #2600
<b>Jenna Rotella</b>	<b>Leave Replacement Paraprofessional</b>	<b>WMS</b>	<b>N/A</b>	<b>1</b>	<b>\$26,162</b>	<b>On or about 10/5/2020 through on or about 1/29/21</b>	<b>No</b>	<b>To replace employee #3377</b>

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
Sydney Harris
Alexa Dilorio

C.3. Leave Request

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

Employee ID	Paid/Unpaid
#1415	FMLA - January 4, 2021 through February 23, 2021 (paid) NJFLA - February 24, 2021 through May 24, 2021 (unpaid) Extended Leave - May 25, 2021 through December 5, 2021 (unpaid)
#1278	FMLA - September 8, 2020 through November 10, 2020 (paid) FMLA - November 11, 2020 through November 25, 2020 (unpaid)
#3218	<b>NJFLA - September 1, 2020 through November 10, 2020 (unpaid)</b> <b>NJFLA - November 11, 2020 through November 15, 2020 (unpaid)</b>
#1312	FMLA - September 14, 2020 through October 14, 2020 (paid)

C.4. WTEA Stipend Position 2020-2021

RESOLVED, that the Board of Education approves the following WTEA stipend for the 2020-2021 school year:

Position	Name	Amount
Team Leader	Cynthia Cassidy (Temporary replacement)	\$2,827 (prorated)

C.5. Approval of IDEA Preschool Payroll Monies

RESOLVED, that the Board of Education hereby approves the use of the

FY2021 IDEA Preschool Grant monies in the amount of \$16,198 for salary support as follows:

Employee ID	Full Salary	Salary Funds from IDEA	Percentage
#2207	\$28,240	\$16,198	57%*

\*(This motion supersedes previous motion from August 3, 2020.)

- C.6. **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
Spencer Adriaanse	10/1/2020 - 6/30/2021	Mt. Horeb Head Custodian (Night) \$37,580 04-35-10/bla	ALT Head Custodian (Day) \$40,434 04-40-10/ank
Jessica Decelle*	10/1/2020 - 1/29/2021	Supervisor of Special Services, District Per diem rate of \$50.00 per day in addition to \$76,000	Supervisor of Special Services, District Per diem rate of \$33.48 in addition to \$79,304
Susan Kline**	9/8/2020 - Hybrid 1.0	REACH Teacher ALT/MTH	Grade 5 Teacher ALT
Jill Zimmer**	9/8/2020 - Hybrid 1.0	REACH Teacher CS/WS	REACH Teacher ALT/CS/MTH/WS
Brittany Leonard**	9/8/2020 - Hybrid 1.0	Grade 5 Support Teacher/Special Education Teacher ALT	Special Education SEED Teacher ALT

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

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

- C.7. **After School Activities/Clubs**  
**RESOLVED**, that the Board of Education approves the 2020-2021 after school activities/clubs, and the instructors for each, at the negotiated stipend rate.
- C.8. **Resignation - Board of Education**  
**RESOLVED**, that the Board of Education hereby accepts the resignation of Board of Education member Mrs. Susie Chu, with gratitude for her service to the Warren Township students, effective September 22, 2020.
- C.9. **Contracted Services - Educational Based Services (EBS)**  
**RESOLVED**, that the Board of Education approves EBS as a provider of a substitute Speech Language Pathologist, starting on or about October 8, 2020 through on or about November 23, 2020, at an hourly rate of \$79.85, at a cost not to exceed \$22,358.
- C. 10. **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/bih	32.5 hrs per week

D. Policy

D.1. Policies – Second Reading

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

Number	Name	New/Revision	Source of Changes
P1648	Restart and Recovery Plan	Revised	SEA
P1648.03	Restart and Recovery Plan - Remote Instruction	New	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;

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

XVI. 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 may 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.

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.

2020-2021 Board Goals

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