

WASHINGTON TOWNSHIP BOARD OF EDUCATION

Minutes of August 22, 2011

The Washington Township Board of Education met on Monday, August 22, 2011, at 7:35 p.m. for their Regular meeting.

The meeting was called to order by Karen Graf, President. Mrs. Graf read the following statement: The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Washington Township Board of Education has caused notice of this meeting to be mailed on May 13, 2011 to The Express Times, and to the Clerk of Washington Township.

Members in attendance were Karen Graf, President, Sheila Dempski, Vice-President, Sally Christine, Jason Ford, Jayne Howard, and Anita Smith. In addition Roger Jinks, Superintendent, Jean Flynn, Board Secretary, Valerie Mattes and Keith Neuhs, Principals were also present.

Members absent: Jude Mohan

PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

None

PUBLIC HEARING:

a. As per Public Law 6A:16-5.3 each school district shall report incidents of violence, vandalism and substance abuse for the previous school year. Those incidents shall also be reported to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS). PUBLIC HEARING VIOLENCE & VANDALISM

As reported to the Department of Education on July 11, 2011 – there were no incidents of violence or vandalism during the 2010/2011 school year which rose to the standards established by the Department of Education.

Motion by Anita Smith, seconded by Sally Christine to accept the Annual Report of Violence and Vandalism dated July 11, 2011, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried ANNUAL V&V REPORT

Motion by Sally Christine, seconded by Jayne Howard to approve the minutes of June 13, 2011, July 11, 2011 and August 10, 2011, as presented. MV: June 13, 2011 – Christine & Howard – abstained – All others voting yes – Motion carried; July 11, 2011 – Christine, Dempski & Ford – abstained – All others voting yes – Motion carried; August 10, 2011 – Dempski & Ford abstained – All others voting yes – Motion carried MINUTES

Motion by Jayne Howard, seconded by Jason Ford to approve the executive session minutes of June 13, 2011, as presented. MV: Christine & Howard abstained – All others voting yes – Motion carried EXECUTIVE MINUTES

PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

None

SECRETARY'S REPORT

Motion by Jason Ford, seconded by Sheila Dempski to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending July 31, 2011, as presented. MV: Unanimous – Motion carried STUD.ACT., PETTY CASH & CAFÉ RPTS.

Minutes of August 22, 2011

Motion by Sheila Dempski, seconded by Anita Smith to approve the Final Secretary's Report for June 30, 2011, showing a cash balance of \$497,724.58. MV: Unanimous – Motion carried	FINAL JUNE 30 SECRETARY'S REPORT
Motion by Anita Smith, seconded by Sally Christine to approve the Final Treasurer's Report for June 30, 2011, showing a cash balance of \$497,724.58, and note that the report is in agreement with the Final Secretary's Report for June 30, 2011. MV: Unanimous – All voting yes – Motion carried	FINAL JUNE 30 TREASURER'S REPORT
Motion by Sally Christine, seconded by Jayne Howard to approve the Secretary's Report for July 31, 2011, showing a cash balance of \$1,822,717.33. MV: Unanimous – All voting yes – Motion carried	SECRETARY'S REPORT
Motion by Jayne Howard, seconded by Jason Ford to approve the Treasurer's Report for July 31, 2011, showing a cash balance of \$1,822,717.33, and note that the report is in agreement with the Secretary's Report for July 31, 2011. MV: Unanimous– All voting yes – Motion carried	TREASURER'S REPORT
Motion by Jason Ford, seconded by Sheila Dempski to certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a) and no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b). RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	FUNDS
SUPERINTENDENT'S REPORT	
Motion by Sheila Dempski, seconded by Anita Smith to approve the following substitutes for the 2011-2012 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	
Teacher: John Rotola (pending certification and criminal history review), Shannon O'Brien and Dena Lee	SUBSTITUTES
Paraprofessional: Trisha Strojan	
Secretarial: Trisha Strojan	
Cafeteria Aide: Trisha Strojan	
Motion by Anita Smith, seconded by Sally Christine to approve the out-of-district Staff Development Workshops, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	O-O-D STAFF DEVELOPMENT
Motion by Sally Christine, seconded by Jayne Howard to approve Patty Bell at Step 17MA, Salary to be \$77,560 including longevity, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	P. BELL SALARY & STEP ADJ.
Motion by Jayne Howard, seconded by Jason Ford to accept, with regret, the resignation of Kimberly Baker, Paraprofessional, effective August 23, 2011, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	RESIGNATION K. BAKER
Motion by Jason Ford, seconded by Sheila Dempski to approve Kerry Smith, Aide, Extended School Year, June 28 – August 6, 2011, at the ABA rate of \$16.10 per hour, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	K. SMITH, AIDE ESY
Motion by Sheila Dempski, seconded by Anita Smith to approve Jacqueline Dugan as a substitute nurse for the Extended School Year, June 28 – August 6, 2011, at a rate of \$38.13 per hour, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried	ESY SUBSTITUTE NURSE

Minutes of August 22, 2011

Motion by Anita Smith, seconded by Sally Christine to approve Andrew Lawrence to operate a Summer Music School, dates to be July 14th thru August 25th retroactive, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried

A.LAWRENCE
SUMMER MUSIC
SCHOOL

Motion by Sally Christine, seconded by Jayne Howard to approve Kim M. Fojut M.A., BCBA (Board Certified Behavior Analyst), as behavior analyst, at \$100 per hour up to 5 hours per month, through Shared Services with Oxford for the 2011-2012 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried

K. FOJUT,
BEHAVIOR
ANALYST

Motion by Jayne Howard, seconded by Jason Ford to approve the increase for Leslie Williams-Wexler, Occupational Therapist from \$82.00 per hour to \$83.00 per hour for the 2011-2012 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried

LESLIE
WILLIAMS-
WEXLER
OT INCREASE

Motion by Anita Smith, seconded by Sally Christine to approve and apply for the 2012 NCLB Grant as follows, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried

2012 NCLB
GRANT
APPROVE &
APPLY

Title I Part A	\$23,238
Title II Part A	13,977

Motion by Jason Ford, seconded by Sheila Dempski to approve Bollinger, Inc., to provide voluntary Student Accident Insurance for the 2011-2012 school year as follows, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried

STUDENT
ACCIDENT INS.

Fees:	School time only	\$26.00
	24 Hour	\$89.00

Motion by Sheila Dempski, seconded by Anita Smith to approve the submission of the 2011 IDEA Amendment 1 (Amendment 1 is to carry-over 2009-2010 unused funds – these funds total \$33,147 – [\$31,404 – related to Non-Public Professional Services unspent]), as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried

2011 IDEA
AMENDMENT
CARRY OVER

PRINCIPAL'S REPORTS

TECHNOLOGY REPORT

CORRESPONDENCE

1. Thank you from Peg Young;
2. Letter from Big Brothers Big Sisters of Hunterdon, Somerset & Warren;
3. Letter from Senator, Michael J. Doherty;
4. Letter from Assemblyman, John DiMaio;
5. Letter from NJ State School Nurses Association;
6. Letter from Peggy McDonald, Interim Director Office of Special Education Programs;
7. Summary of 2011 Extended School Year Program; and
8. Summary of 2011 Summer Academic Classes.

COMMITTEE REPORTS

Education Committee: No Report

FYI – Preliminary NJASK Report

NJASK REPORT

Minutes of August 22, 2011

Finance Committee: No Report

- Motion by Sheila Dempski, seconded by Jayne Howard to approve the line item transfers (final June and July), as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried TRANSFERS
- Motion by Sheila Dempski, seconded by Jayne Howard to approve the Bills List for August 2011. MV: Unanimous – All voting yes – Motion carried BILLS LISTS
- Motion by Sheila Dempski, seconded by Jayne Howard to close the Book of Accounts for the 2010-2011 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried CLOSE BOOK OF ACCTS. 2010-11
- Motion by Sheila Dempski, seconded by Jayne Howard to enter into a contract with Sussex County Educational Services Commission to provide Chapter 192/193 Services (Compensatory Education, English as a Second Language (ESL), Supplementary Instruction and Home Instruction) to eligible non-public school students for the 2011-2012 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried SCESC – CHPT. 192-193
- Motion by Sheila Dempski, seconded by Jayne Howard to enter into a contract with Sussex County Educational Services Commission to provide Chapter 193 Examination and Classification Services for eligible non-public school students for the 2011-2012 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried SCESC CHAPT. 193
- Motion by Sheila Dempski, seconded by Jayne Howard to adopt the following Resolution To Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried RESOLUTION TO WITHDRAW MAINTENANCE RESERVE
- WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.
- WHEREAS the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and
- WHEREAS, the Washington Township Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:
- \$24,400 for resurfacing Port Colden Parking Lot.
 - \$5,155 for asbestos removal at Port Colden School.
 - \$4,175 for masonry work at Port Colden School.
- WHEREAS, according to 6A:23A-14.2(e), the Washington Township Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

Minutes of August 22, 1022

Policy Committee: No Report

Motion by Sheila Dempski, seconded by Jayne Howard to approve the second reading and adoption of Policy 5300 – Use of Defibrillator(s), as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried SECOND READ.
& ADOPTION
POLICY 5300

This policy defines the guidelines for placement, maintenance, training, and use of semiautomatic external defibrillators in the Washington Township School District.

Motion by Sheila Dempski, seconded by Jayne Howard to approve the second reading and adoption of Policy Alert 193. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried SECOND READ.
& ADOPTION
POLICY ALERT
193

Policy Alert 193

HARRASSMENT, INTIMIDATION, AND BULLYING RELATED POLICIES AND REGULATIONS:

Updated the current HIB Policy and Regulation Guides to incorporate the new provisions and requirements of the new law.

0144 – Board Member Orientation And Training (Revised)

Board Member Orientation has been revised to reflect the new requirement that all Board members complete a training program on harassment, intimidation, and bullying.

5350 – Pupil Suicide Prevention (Revised)

Revised statute requires this suicide prevention training to include information on the relationship between the risk of suicide and incidents of harassment, intimidation, and bullying.

5512 – Harassment, Intimidation, and Bullying (Revised Policy/New Regulation)

The Anti-Bullying Bill of Rights Act and the April 11, 2011 Model Policy and Guidance prepared by the New Jersey Department of Education requires significant revisions in the existing HIB Policy and Regulation Guides Due to the updated expanded definition of HIB acts, Strauss Esmay recommends school districts abolish existing Policy Guides 5512 – Hazing and 5512.02 – Cyber-Bullying.

5600 – Pupil Discipline/Code of Conduct (Revised)

Consequences for a pupil who commits an act of harassment, intimidation, or bullying. Language indicates consequences and remedial measures in response to a confirmed act of harassment, intimidation, or bullying shall be varied and graded upon consideration of many factors as there is no “one size fits all” consequence or remedial measure in response to a confirmed act of harassment, intimidation, or bullying.

8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)

A section of the Anti-Bullying Bill of Rights Act includes certain reporting to include acts of harassment, intimidation, and bullying. There is a new requirement for the Superintendent to report acts of violence, vandalism and harassment, intimidation, or bullying to the Board at a public hearing and to the New Jersey Department of Education two times per year.

2440 – Summer Session (Revised)

These Guides were only recently updated by New Jersey Administrative Code. Regulation Guides indicated a school district cannot charge resident pupils tuition for summer session remedial or advance courses. However, the Governor recently signed legislation, P.L. 2010, c.73 that permits a district to charge resident pupils tuition for remedial or advanced summer session courses. This policy revision permits charging pupil residents tuition for summer sessions.

3152.2 – Employment of Substitute Teachers (New)

Establishes time limits a substitute teacher may work in a vacant teaching position. N.J.S.A. 18A:16-1.1b. requires a district to compensate a substitute teacher with a CE, or CE with advanced standing, working in an area authorized by their credentials for more than sixty days in

Minutes of August 22, 2011

the same position, the pro-rated salary consistent with the salary provided to a teacher with similar credentials in the district.

Guides 2461 – Special Education/Receiving Schools – Rescinds Policy/Regulation 2461

Department of Education provided clarification indicating Policy and Regulation Guides #2461 are only required to be adopted by educational services commissions, jointure commissions, regional day schools, and county special services school districts. All other districts do not need to adopt Policy 2461 and the corresponding Regulations and may abolish this Policy and corresponding Regulations.

Transportation Committee: No Report

Motion by Jason Ford, seconded by Jayne Howard to approve the attached bus routes for the 2011-2012 school year. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried 2011-2012 BUS ROUTES

Motion by Jason Ford, seconded by Jayne Howard to approve the Joint Transportation Agreement with the Warren Hills Regional Board of Education for the 2011-2012 school year as listed, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried JOINT TRANS. AGREEMENT WHR BOE 2011-12

Route	Cost	Route	Cost
23/KDG 1	\$12,277.88	14AB/IM	\$19,588.57
01/F	\$17,109.34	15AB/G	\$14,083.95
02/KL	\$14,644.58	16AB/E	\$21,639.05
03/A	\$15,278.83	21/H	\$19,808.56
04/C	\$19,938.05	22/VAN 1	\$16,251.88
12/D	\$17,880.00	VAN 2/KDG	<u>\$36,720.53</u>
		Total	<u>\$225,221.22</u>

Motion by Jason Ford, seconded by Jayne Howard to approve the Joint Transportation Agreement with Franklin Township Board of Education for the 2011-2012 school year as listed, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Smith, Graf – All voting yes – Motion carried JOINT TRANS AGREEMENT FRANKLIN TWP.

Route	Route	Cost
Van 3 AM/PM	Route	\$17,625.66
	Aide (addendum)	<u>3,600.00</u>
	Total Route Cost	\$ 21,225.66
Van 3 Midday	Route	\$ 5,891.59
	Aide (addendum)	<u>3,600.00</u>
		\$ 9,491.59

PUBLIC QUESTIONS & DISCUSSIONS (old and/or new business)
(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

Deb Polhemus – Funding for Non-public students.

EXECUTIVE SESSION:

Motion by Sally Christine, seconded by Anita Smith Whereas, the Board must consider matters involving personal issues and negotiations for paraprofessionals, deliberation of such matters may be held in private under the Open Public Meeting Act, NJSA 10:4-6, the Board will adjourn to executive session to discuss the above mentioned matters, to the exclusion of all others. If an action results, it will be taken following re-entry into regular session. EXECUTIVE SESSION

Time: 8:21 pm MV: Unanimous – Motion carried.

Minutes of August 22, 2011

Motion by Jayne Howard, seconded by Anita Smith to return to open session.

OPEN SESSION

Time: 8:58 pm

MV: Unanimous – Motion carried

ADJOURNMENT:

Motion by Jayne Howard, seconded by Anita Smith to adjourn.

ADJOURNMENT

Time: 8:59 pm

MV: Unanimous – Motion carried.

Respectfully submitted:

Jean Flynn
Business Administrator/Board Secretary