

WASHINGTON TOWNSHIP BOARD OF EDUCATION

Minutes of July 9, 2012

The Washington Township Board of Education met on Monday, July 9, 2012, at 7:52 p.m. for their Regular meeting.

The meeting was called to order by Sheila Dempski, Vice-President. Mrs. Dempski 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 April 24, 2012 to The Star Gazette, and to the Clerk of Washington Township.

Members in attendance were Sheila Dempski, Vice-President, Jayne Howard (arrived at 8:00 pm), Jude Mohan, and Anita Smith. In addition Roger Jinks, Superintendent, Jean Flynn, Board Secretary, Valerie Mattes and Keith Neuhs, Principals were also present.

Members absent: Sally Christine, Jason Ford, Karen Graf and Jayne Howard (arrived at 8:00 pm),

**PUBLIC HEARING: EVVRS**

a. As per Public Law 6A:16-5.3 each school district shall report incidents of violence, vandalism, substance abuse, and HIB 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 HEAR.  
EVVRS – HIB

As reported to the Department of Education for the 2011-2012 school year – there were no incidents of violence, vandalism, substance abuse or HIB during the 2011/2012 school year which rose to the standards established by the Department of Education.

Motion by Anita Smith, seconded by Jude Mohan to accept the Annual Report of Violence, Vandalism, Substance Abuse and HIB for the 2011-2012 school year, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried

ANNUAL  
EVVRS-HIB RPT.

**PUBLIC QUESTIONS AND DISCUSSION:** (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 Jayne Howard, seconded by Anita Smith to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending June 30, 2012, as presented. MV: Unanimous – Motion carried

STUD. ACT.,  
PETTY CASH &  
CAFÉ RPTS.

Motion by Anita Smith, seconded by Jude Mohan to approve the Board Secretary's and Treasurer's Reports for the month ending June 30, 2012, as presented. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried

SECRETARY'S,  
TREASURER'S &  
FUNDS  
REPORTS

BE IT RESOLVED that the Washington Township Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23A-16.10 (a);

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BE IT FURTHER RESOLVED that the Superintendent recommends that the Washington Township Board of Education accept the monthly financial reports of the Secretary and the Treasurer; and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of Education Certifies that no major account has been overexpended in violation of N.J.A.C. 6A: 23A-16.10 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

### **SUPERINTENDENT'S REPORT**

- Motion by Jude Mohan, seconded by Jayne Howard to approve the following substitutes for the 2012-2013 school year, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried SUBSTITUTES
- Teacher: Joan Mandel
- Custodial: Ward Hanshaw (pending criminal history review)
- Motion by Jayne Howard, seconded by Anita Smith to approve Jean Flynn, Business Administrator/Board Secretary's, contract for the 2012-2013 school year, as approved by the Warren County Executive Superintendent, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried J. FLYNN  
CONTRACT  
RENEWAL
- Motion by Anita Smith, seconded by Jude Mohan to accept, with regret, the resignation of Nancy Roberts, Cafeteria Manager, effective June 30, 2012, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried N. ROBERTS  
RESIGNATION
- Motion by Jude Mohan, seconded by Jayne Howard to accept the resignation of Deanna Loertscher, as an instrumental music teacher, effective June 27, 2012, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried D.LOERTSCHER  
RESIGNATION
- Motion by Jayne Howard, seconded by Anita Smith to employ Nicholas Rizzo, as an instrumental music teacher, Step 1 MA, salary to be \$49,690, effective September 1, 2012, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried N. RIZZO HIRE  
INST. MUSIC
- Motion by Anita Smith, seconded by Jude Mohan to employ Jesse Kyle, as a speech-language pathologist, Step 1 MA, salary to be \$49,690, effective September 1, 2012, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried J.KYLE SPEECH  
LANG. PATH.
- Motion by Jude Mohan, seconded by Jayne Howard to release the following employees from their 2012-2013 contractual obligations as the district will be contracting with Maschio's Food Services, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried RELEASE CAFÉ  
WORKERS
- Nancy L. Roberts, Christine Kennedy, Teresa J. Krasny, Dawn Brattole, and Catherine Phifield
- Motion by Jayne Howard, seconded by Anita Smith to contract with WCSSSD for the services of Dr. Ron Fisher, Speech Pathologist, for our Extended School Year, (2 days per week, 4 hours per day, hourly salary not to exceed \$40.00.) as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried WCSSSD – DR.  
RON FISHER,  
SPEECH PATH  
SUMMER
- Motion by Anita Smith, seconded by Jude Mohan to accept quotes for a Teacher Evaluation Model from Learning Sciences International in the amount of \$12,457.00, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried TEACHER EVAL  
MODEL  
QUOTES

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Motion by Jude Mohan, seconded by Jayne Howard to award a contract to Learning Sciences International for a Teacher Evaluation Model in the amount of \$12,457.00, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried TEACH.EVAL  
MODEL AWARD

Motion by Jayne Howard, seconded by Anita Smith to approve the following personnel for the 2012-13 Extended Year Summer Program – June 25, 2012 – August 3, 2012, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried SUMMER  
PROGRAM  
PERSONNEL

Staff Member	Position	Stipend
Ashley Colnett	Nurse	\$38.13 per hour, 4 hours per day, 3 days (July 25, 26, & 27, 2012)
Amy Van Kirk	Nurse	2 days, 4 hours per day (July 23 & 24, 2012)

Motion by Anita Smith, seconded by Jude Mohan to adopt the following Resolution To Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried RESOLUTION  
WITHDRAW  
MAINTENANCE  
RESERVE FOR  
SUMP PUMP  
CONST. PORT  
COLDEN  
SCHOOL

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:

\$74,600 for Sump Pump Construction for Port Colden School - Drill Construction Company, Inc.

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.

Motion by Jude Mohan, seconded by Jayne Howard for approval to submit an application for dual use of educational space for Room #102 at Port Colden and Room #207 at Brass Castle for the 2012-2013 school year to the Executive County Superintendent, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried DUAL USE  
ROOMS #102/PC  
AND #207/BC

Motion by Jayne Howard, seconded by Anita Smith to move Pamela Slack (grad ¾ looping teacher) from the Brass Castle School to the Port Colden School and Debbie Polhemus (grade ¾ looping teacher) from the Port Colden School to the Brass Castle School beginning September 1, 2012, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried P.SLACK FROM  
BC TO PC AND  
D. POLHEMUS  
FROM PC TO BC

**PRINCIPALS' REPORT**

**TECHNOLOGY REPORT**

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**CORRESPONDENCE:**

1. Fire Drill & Security Reports – Brass Castle & Port Colden;
2. Nurses' Report – Brass Castle & Port Colden; and
3. Thank you from the Valverde Family.

**COMMITTEE MEETINGS:**

**Finance Committee:** None

Motion by Jayne Howard, seconded by Anita Smith to approve the Bills List from June 1, 2012 to June 30, 2012. MV: Unanimous – Motion carried BILLS LIST  
6/1 TO 6/30

Motion by Jayne Howard, seconded by Anita Smith to approve the July 2012 Bills List. MV: Unanimous – Motion carried BILLS LIST  
JULY

Motion by Jayne Howard, seconded by Anita Smith to approve the attached transfers, as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried TRANSFERS

Motion by Jayne Howard, seconded by Anita Smith to approve the following SAIF (School Alliance Insurance Fund) HIF (Health Insurance Fund) resolution: RCV: Howard, Mohan, Smith and Dempski – All voting yes – Motion carried SAIF  
RESOLUTION

**SCHOOL ALLIANCE INSURANCE FUND  
INDEMNITY AND TRUST RENEWAL AGREEMENT**

**THIS AGREEMENT**, made this 9<sup>th</sup> day of July, 2012, in the County of Warren, State of New Jersey, by and between the School Alliance Insurance Fund, hereinafter referred to as "**Fund**", and the Governing Body of the Washington Township Board of Education, hereinafter referred to as "**Educational Facility**";

**WHEREAS**, the **Fund** seeks to provide its members with insurance coverage;

**WHEREAS**, two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto; and

**WHEREAS**, the **Educational Facility** is currently a member of said **Fund**; and

**WHEREAS**, the **Educational Facility** has resolved to renew said membership;

**NOW, THEREFORE**, it is agreed as follows:

1. The **Educational Facility** hereby renews its membership in the **Fund** for a three (3) year period, beginning July 1, 2012, and ending July 1, 2015 at 12:01 a.m. eastern standard time.
2. The **Educational Facility** agrees to participate in the **Fund** with respect to the types of insurance stated in the Renewal of Membership Resolution.
3. The **Educational Facility** hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the **Fund** and as from time to time amended by the **Fund** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The **Educational Facility** agrees to be a participating member of the **Fund** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

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5. In consideration of renewal of membership in the **Fund**, the **Educational Facility** agrees that for those types of insurance in which it participates, the **Educational Facility** shall jointly and severally assume and discharge the liability of each and every member of the **Fund** all of whom, as a condition of membership in the **Fund**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Facility** is pledged to the punctual payment of any sums which shall Become due to the **Fund** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
6. If the **Fund**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Educational Facility** agrees to reimburse the **Fund** for all such reasonable expenses, fees and costs on demand.
7. The **Educational Facility** and the **Fund** agree that the **Fund** shall hold all monies paid by the **Educational Facility** to the **Fund** as fiduciaries for the benefit of **Fund** claimants all in accordance with applicable statutes and/or regulations.
8. The **Fund** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:181 seq. and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

Motion by Jayne Howard, seconded by Anita Smith to set the school lunch prices for 2012-2013 school year, as recommended by the Superintendent. (No change from 2011-2012) RCV: Howard, Mohan, Smith and Dempksi – All voting yes – Motion carried SCHOOL LUNCH PRICES 2012-2013

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012--2013</u>
Regular lunch	\$2.50	\$2.50	\$2.50
Extra Main	1.40	1.40	1.40
Milk	.50	.50	.50
Adult	3.30	3.30	3.30
Reduced	.40	.40	.40

Motion by Jayne Howard, seconded by Anita Smith to accept \$3,158 in support of the Anti-Bullying Bills of Rights Act of 2010 and to advance our efforts to implement important aspects of the Anti-Bullying legislation (note: we applied for 15k), as recommended by the Superintendent. RCV: Howard, Mohan, Smith and Dempksi – All voting yes – Motion carried ACCEPT FUNDS ANTI-BULLYING BILL OF RIGHTS

**Education Committee:** None

Motion by Jude Mohan, seconded by Anita Smith to adopt the District's Professional Development Plan for 2012-2013, approved by the Warren County Professional Development Board on June 21, 2012, as recommended by the Superintendent. (Professional Development Plan was presented to Board April 23, 2012.) RCV: Howard, Mohan, Smith and Dempksi – All voting yes – Motion carried ADOPT PROFESSIONAL DEVELOPMENT PLAN

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

None

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ADJOURNMENT:

Motion by Jude Mohan, seconded by Anita Smith to adjourn.

ADJOURNMENT

MV: Unanimous – Motion carried

Time: 8:18 pm

Respectfully submitted:

Jean Flynn  
Business Administrator/Board Secretary