

WASHINGTON TOWNSHIP BOARD OF EDUCATION

Minutes of August 27, 2012

The Washington Township Board of Education met on Monday, August 27, 2012, at 7:40 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 April 24, 2012 to The Star Gazette, and to the Clerk of Washington Township.

Members in attendance were Sally Christine, Jason Ford, Karen Graf, 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: Sheila Dempski and Jude Mohan

Motion by Anita Smith, seconded by Sally Christine to approve the minutes of June 18, 2012, as presented. MV: Howard abstained – All others voting yes – Motion carried MINUTES

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 Jason Ford to approve the Student Activity and Petty Cash Account Reports for the month ending July 31, 2012, as presented. MV: Unanimous – Motion carried STUD. ACT. & PETTY CASH RPTS.

Motion by Jason Ford, seconded by Jayne Howard to approve the Final Board Secretary's and Treasurer's Reports for the month ending June 30, 2012, as presented. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried FINAL SECRETARY'S, TREASURER'S & FUNDS RPTS. JUNE

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);

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.

Motion by Anita Smith, seconded by Sally Christine to approve the Board Secretary's and Treasurer's Reports for the month ending July 31, 2012, as presented. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried SECRETARY'S, TREASURER'S AND FUNDS RPTS. JULY

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 Anita Smith, seconded by Sally Christine to approve the following substitute for the 2012-2013 school year, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried SUBSTITUTE

Teacher: Patricia Werkheiser

Motion by Sally Christine, seconded by Jayne Howard, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried OUT OF DISTRICT WKSPS.

Motion by Jayne Howard, seconded by Jason Ford to apply to the Executive County Superintendent of Schools to approve the following for emergent hiring pending New Jersey Department of Education Certification for a period not to exceed three months, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried EMERGENT HIRE: COLNETT & KYLE

Ashley Colnett, School Nurse and Jesse Kyle, Speech/Language Pathologist

Motion by Jason Ford, seconded by Anita Smith to accept, with regret, the resignation of Rebecca Lindsay, paraprofessional, effective July 25, 2012, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried RESIGNATION R. LINDSAY

Motion by Anita Smith, seconded by Sally Christine to employ Amy Cousins to be a long-term substitute for Dawn Harper starting September 4, 2012 through October 11, 2012, 20 days to voucher then Step 1BA, salary to be as per negotiated agreement, pro-rata, as recommended by the Superintendent. (Amended motion) RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried AMY COUSINS SUB FOR HARPER

Motion by Sally Christine, seconded by Jayne Howard to employ Anthony (Butch) Sbriscia, maintenance, effective September 1, 2012, salary to be \$15.00 per hour, hours not to exceed 60 hours per month, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried BUTCH SBRISCIA MAINT.

Motion by Jayne Howard, seconded by Jason Ford to approve Deborah Mannon, Sub Speech/Language Therapist, for the 2012-13 Extended Year Summer Program – for 2 days, hours totaling 5.5 hours, at the rate of \$38.13 per hour, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried D. MANNON, SUB ESY

Motion by Jason Ford, seconded by Anita Smith to apply for the 2012-2013 NCLB Grant as follows, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried APPLY NCLB GRANT

Title I Part A	\$23,462
Title II Part A	12,950

Motion by Anita Smith, seconded by Sally Christine to apply for the FY 2013 IDEA Grant as follows, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried APPLY IDEA GRANT

Basic	\$177,657
Pre-School	\$ 11,434

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- Motion by Sally Christine, seconded by Jayne Howard to approve Bollinger, Inc., to provide voluntary Student Accident Insurance for the 2012-2013 school year as follows, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- | | | |
|-------|------------------|---------|
| Fees: | School time only | \$26.00 |
| | 24 Hour | \$89.00 |
- Motion by Jayne Howard, seconded by Jason Ford to close the Book of Accounts for the 2011-2012 school year, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- Motion by Jason Ford, seconded by Anita Smith 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 2012-2013 school year, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- Motion by Anita Smith, seconded by Sally Christine 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 2012-2013 school year, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- Motion by Sally Christine, seconded by Jayne Howard to adopt the following Resolution To Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- 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:
- \$9,865 for re-facing the bell tower of the Old Schoolhouse – BMG Group
- 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 Jayne Howard, seconded by Jason Ford to approve Dana Pellegrino Heath, as a paraprofessional, effective September 1, 2012, salary to be \$12.30, Step 1, hours not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- Motion by Jason Ford, seconded by Anita Smith to approve Tori Piccione, substitute teacher and paraprofessional, for the 2012-2013 school year, pending Criminal History Review, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried
- Motion by Anita Smith, seconded by Sally Christine to accept the Child Assault Prevention (CAP) Grant for 2012-2013 in the amount of \$1,208.00, (WTSD share of program is \$408.00), as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

STUDENT INS.

CLOSE BOOK
OF ACCTS.SCESC –
CHAPT. 192/193SCESC –
CHAPT. 193WITHDRAW
MAINTENANCE
RESERVE
BELL TOWERHIRE D. HEATH,
PARAT. PICCIONE
SUB TEACHER
& PARA.ACCEPT CAP
GRANT

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PRINCIPALS' REPORT

TECHNOLOGY REPORT

CORRESPONDENCE: None

BOARD GOALS/DISCUSSION:

- **Possible areas:**
 - Negotiations
 - Maschio's Cafeteria
 - Writing Program
 - TEACHNJ Act (New Tenure Law)
 - EE4NJ – Marzano Eval – Model
 - envisions Math
 - QSAC

COMMITTEE MEETINGS:

Education Committee:

FYI – Preliminary NJASK Report

Motion by Sally Christine, seconded by Anita Smith to approve the revised Language Arts Curriculum, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

REVISED
LANG./ARTS
CURR.

Motion by Sally Christine, seconded by Anita Smith to approve the revised Curriculum Revision Cycle, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

REVISED CURR.
REVISION
CYCLE

Motion by Sally Christine, seconded by Anita Smith to approve the World Language Curriculum, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

APPROVE
WORLD
LANGUAGE

Finance Committee:

Motion by Jayne Howard, seconded by Jason Ford to approve the final June 2012 transfer report, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

FINAL JUNE
TRANSFERS

Motion by Jayne Howard, seconded by Jason Ford to approve the July transfer report, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

JULY
TRANSFERS

Motion by Jayne Howard seconded by Jason Ford to approve the August 2012 Bills List. MV: Unanimous – Motion carried

BILLS LIST

Motion by Jayne Howard, seconded by Jason Ford to approve the following SAIF (School Alliance Insurance Fund) HIF (Health Insurance Fund) renewal of membership resolution: RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

SAIF
RESOLUTION
RENEWAL OF
MEMBERSHIP

**SCHOOL ALLIANCE INSURANCE FUND
RESOLUTION FOR RENEWAL OF MEMBERSHIP**

WHEREAS, the Washington Township Board of Education, hereafter referred to as "**Educational Facility**" is a member of the School Alliance Insurance Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of July 1, 2012 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

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WHEREAS, the Educational Facility is afforded the following types of coverages:

- Workers' Compensation
- Foreign Travel Liability
- Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)
- Student Accident
- Supplemental Indemnity - Workers' Compensation
- Security Guard Liability

WHEREAS, the Educational Facility desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2012, and ending July 1, 2015 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Educational Facility's** Business Official, Jean Flynn, is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

Transportation Committee:

Motion by Jayne Howard, seconded by Jason Ford to renew the shared services contract with Warren Hills Regional School District for Cathy Kelly to perform additional work, have additional responsibility and put forth effort and time to coordinate transportation for Warren Hills Regional School District. Shared services contact rate to be set at \$18,696 for the 2012-2013 school year, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

SHARED SERV.
WHRSD
C. KELLY
TRANS. COOR.

Motion by Jayne Howard, seconded by Jason Ford to approve the attached bus routes for the 2012-2013 school year. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

2012-2013 WT
BUS ROUTES

Motion by Jayne Howard, seconded by Jason Ford to approve the Joint Transportation Agreement with the Warren Hills Regional Board of Education for the 2012-2013 school year as listed, as recommended by the Superintendent. RCV: Christine, Ford, Howard, Smith and Graf – All voting yes – Motion carried

JOINT TRANS.
AGREE. WHBOE

Route	Cost	Route	Cost
23/KDG 1	\$12,509.93	14AB/IM	\$19,958.79
01/F	\$17,432.70	15AB/G	\$14,350.13
02/KL	\$14,921.36	16AB/E	\$22,048.02
03/A	\$15,567.60	21/H	\$20,182.94
04/C	\$20,314.87	22/VAN 1	\$16,559.04
12/D	\$18,217.93	VAN 2/KDG	\$37,414.54
3SP	\$19,710.00	3MD	<u>\$10,440.00</u>
		Total	\$259,627.85

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

ADJOURNMENT

MV: Unanimous – Motion carried

Time: 8:30 pm

Respectfully submitted:

Jean Flynn
Business Administrator/Board Secretary