

WASHINGTON TOWNSHIP BOARD OF EDUCATION

Minutes of May 13, 2013

The Washington Township Board of Education met on Monday, May 13, 2013, at 7:36 p.m. for their Regular and Re-Organization 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 January 8, 2013 to The Express Time, The Star Gazette, and to the Clerk of Washington Township.

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

Members absent: Sheila Dempski and Jason Ford

Flag Salute

Motion by Anita Smith, seconded by Sally Christine, to approve the minutes of April 15, 2013, as presented. MV: Unanimous – Motion carried MINUTES

Motion by Sally Christine, seconded by Jayne Howard, to approve the executive session minutes of April 15, 2013, as presented. MV: Trush abstained – All others voting yes – Motion carried EXECUTIVE SESSION

**PUBLIC QUESTIONS AND DISCUSSION:** (agenda items)  
(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

None

**CURRICULUM MINUTE:**

1. PARCC (Partnership for Assessment of Readiness of College and Careers – Kim Sigman
2. iPad Integration Programs – Amybeth Kupcha and Dawn Baxendale

**SECRETARY'S REPORT:**

Motion by Anita Smith, seconded by Sally Christine, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending April 30, 2013, as presented. MV: Unanimous – Motion carried STUD.ACT.,  
PETTY CASH &  
CAFÉ. RPTS.

Motion by Sally Christine, seconded by Jayne Howard, to approve the Board Secretary's and Treasurer's Reports for the month ending April 30, 2013, as presented. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried SECRETARY'S,  
TREASURER'S &  
FUND RPTS.

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.

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## **SUPERINTENDENT'S REPORT**

Motion by Jayne Howard, seconded by John Trush, to approve the following substitutes for the 2013-2014 school year, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

SUBSTITUTES

Teacher: Cynthia Wassmuth

Paraprofessional: Cynthia Wassmuth

Secretarial: Linda Jenikovsky

Custodian: Deborah Paulus

Motion by John Trush, seconded by Anita Smith, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

OOD IN-SERV.  
EXPERIENCES

Motion by Anita Smith, seconded by Sally Christine, to employ Joseph C. Capolunghi, as custodian, effective June 24, 2013, at a salary of \$10.50 per hour, 5.5 hours per day, .5 hour unpaid lunch, hours not to exceed 30 hours per week, pending Criminal History check, s recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

HIRE  
J.CAPOLUNGHI

Motion by Sally Christine, seconded by Jayne Howard, to accept, with regret, the resignation of Cathy Kelly, Transportation/Facilities Coordinator, effective August 31, 2013, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

C. KELLY  
RETIREMENT

Motion by Jayne Howard, seconded by John Trush, to accept, with regret, the resignation of Abbie Zola, part-time secretary at Brass Castle School, effective June 21, 2013, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

A.ZOLA  
RESIGNATION

Motion by John Trush, seconded by Anita Smith, to approve the following teachers as Teacher-In-Charge for respective schools, Kim Sigman, Brass Castle School and Sue Maurer, Port Colden School, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

TEACHER-IN-  
CHARGE

Motion by Anita Smith, seconded by Sally Christine, to approve Kari Jelliffe, a student from Centenary College, to observe 2 hours, 1 hour with Susan Peterson – 5<sup>th</sup> grade and 1 hour with Debbie Cambria/Nancy Mason – Kindergarten pm, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

K. JELIFFE  
OBSERVE

Motion by Sally Christine, seconded by Jayne Howard, to approve the following personnel for the Summer Program and Summer Enrichment Program – July 15, 2013 – August 2, 2013, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

PERSONNEL  
SUMMER PROG.  
& SUMMER  
ENRICHMENT  
PROG.

Teachers: Mike Alogna, Sue Graham, Tonilynn Melhem, Loren Price, Linda Watters and Teacher TBD, 3 weeks, 3 hours per day, \$38.13 per hour.

Paraprofessionals: Maureen Burns – 3 weeks, 3 hours per day, \$12.30 per hour  
Barbara Ramirez– 3 weeks, 3 hours per day, \$14.90 per hour

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Motion by Jayne Howard, seconded by John Trush, to approve the following personnel for the 2013-14 Extended Year Summer Program – July 8, 2013 – August 2, 2013, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

PERSONNEL  
EXTENDED  
YEAR SUMMER  
PROG.

Staff Member	Position	Stipend
Sarah Baratta	Teacher	\$38.13 per hour, 4 hours per day
Joan Pare	Teacher	\$38.13 per hour, 4 hours per day
Kara Lisk	Teacher	\$38.13 per hour, 4 hours per day
Laura Sullivan	Teacher	\$38.13 per hour, 4 hours per day
Janine Barzdines/ Ashley Colnett	Nurse	\$38.13 per hour, 4 hours per day
Dana Pellegrino-Heath	Paraprofessional	\$12.80 per hour, 4 hours per day
Jayne Hruza	Paraprofessional	\$13.85 per hour, 4 hours per day
Kerry Smith	Paraprofessional (ABA trained)	\$16.95 per hour, 4 hours per day
Karen War	Paraprofessional (ABA trained)	\$14.80 per hour, 4 hours per day
Sharon App	Paraprofessional	\$16.45 per hour, 4 hours per day
Renee Seiz	Paraprofessional (ABA trained)	\$17.80 per hour, 4 hours per day
Cathy Fahey	Paraprofessional	\$14.95 per hour, 4 hours per day
Colleen Morea	Paraprofessional (Diag-ABA)	\$19.80 per hour, 4 hours per day
Theresa Nanius	Paraprofessional (ABA trained)	\$16.95 per hour, 4 hours per day
Corinne Giaimo	Paraprofessional Substitute	\$10.00 per hour (Pending Crim. Hist.)
Jesse Kyle	Speech/Language	\$38.13 per hour
Katherine Ferrara	Occupational Therapist	\$73.00 per hour, hours per week TBD
Children's Therapy Ser.	Physical Therapy	\$97.37 per hour, hours per week TBD
Erika Hill	Behavior Interventionist	\$34.48 per hour, hours per week TBD

Motion by Anita Smith, seconded by Sally Christine, to place the following classified students in the Washington Township Extended School Year Program, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

CLASSIFIED  
STUDENTS ESY

ID#: 08-12, 08-32, 08-42, 08-63, 08-73, 09-2, 09-45, 09-47, 10-02, 10-05, 10-14, 10-21, 10-23, 11-12, 11-14, 12-02, 12-10, 12-22 and 12-23.

Motion by Sally Christine, seconded by Jayne Howard, to approve home instruction as follows, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

HOME  
INSTRUCTION

Kara Lisk to a third grade student, May 28, 2013 to June 21, 2013, up to 10 hours per week.  
Teacher TBD to a second grade student, May 14, 2013 to May 28, 2013, up to 10 hours per week.

Motion by Jayne Howard, seconded by John Trush, to approve the following personnel for summer work, rate to be \$10.50 per hour, hours not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

PERSONNEL  
SUMMER  
CUSTODIAL  
WORK

Brian Arnold, Deborah Paulus and Sheila Wiles

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Motion by John Trush, seconded by Anita Smith, to approve the submission of the 2013 IDEA Amendment 1 (Amendment 1 is to carry-over 2011-2012 unused funds – these funds total \$54,567 – [\$45,220 – related to Non-Public Professional Services unspent]), as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

2013 IDEA  
AMENDMENT  
CARRY OVER

Motion by Anita Smith, seconded by Sally Christine, to adopt the following resolution, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

ENROLLMENT  
OF RESIDENT  
CHILDREN  
RESOLUTION

**Support New Jersey Schools on the Enrollment of Resident Children**

Whereas, the Department of Education has recommended to the New Jersey State Legislature that the funding of our public schools in the State of New Jersey shall be based upon the average daily attendance of school children which is contrary to current law. (The School Funding Reform Act of 2008) which provides funding on the basis of average daily enrollment, and

Whereas, the Department of Education has determined that an appropriate average daily attendance rate of 96% shall be the level of attendance for all New Jersey school districts, and districts that demonstrate an attendance rate of less than 96% shall suffer a loss of school aid for the 2013-14 school year, and

Whereas, a 96% attendance rate is equal to a child being absent from school no more than seven days in one school year, and

Whereas, it is the opinion of the Washington Township Board of Education that a 96% attendance rate is an arbitrary standard to apply to all New Jersey School Districts and is contrary to the history of funding in this State and the School Funding Reform Act of 2008, and

Whereas, New Jersey school districts must staff, equip, feed, and transport our children based upon the enrollment of students, and we do not send teachers home, or stop the buses, or turn off the lights, or sell their textbooks when a child is absent for health or other family reasons, and

Whereas, the recommendation of the Department of Education to penalize districts by reducing school aid when a district cannot demonstrate an average daily attendance in excess of 96% simply shifts the burden to support a thorough and efficient education to the local taxpayer.

Now Therefore Be It Resolved that the Washington Township Board of Education does hereby declare that the recommendation of the Department of Education to provide school funding based upon the attendance of children for the 2013-14 school year is contrary to current law and fails to recognize that districts provide staff and resources for an adequate public education for all “enrolled” resident children in their school district, and

Be it Further Resolved that the Washington Township Board of Education hereby requests it’s local legislators in particular and all legislators in general to reject the recommendation of the N.J. Department of Education to fund the public schools of the State of New Jersey based upon the attendance of resident children and to comply with our current school funding law which provides State support based upon the enrollment of resident school children.

**PRINCIPALS’ REPORT**

**TECHNOLOGY REPORT**

**CORRESPONDENCE:**

- 1. Letter from Ruth O’Cone

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**COMMITTEE MEETINGS:**

**Finance & Policy Committee:**

Motion by Jayne Howard, seconded by Sally Christine, to approve the Bills List for May, 2013. MV: Smith abstained – All others voting yes – Motion carried BILLS LIST

Motion by Jayne Howard, seconded by Sally Christine, to approve the attached transfers, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried TRANSFERS

Motion by Jayne Howard, seconded by Sally Christine, to approve the second reading and adoption of Policy 5380 and Regulation 5380, "Pupils Health Records", as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried 2<sup>ND</sup> READ. &  
ADOPTION  
POLICY & REG.  
5380

Motion by Jayne Howard, seconded by Sally Christine, to approve the first reading of Policy Alert 198, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried FIRST READING  
POLICY ALERT  
198

**POLICY ALERT 198:**

**2415 – No Child Left Behind (Revised)**

In lieu of abolishing current NCLB policies deemed inapplicable due to a waiver, it is recommended that waiver language be inserted into Policy Guide 2415. The New Jersey DOE waiver provisions superseded current DOE policies and/or regulations and the school district shall comply with the requirements as outlined by the DOE's waiver application and subsequent approval by the US Department of Education.

**2468 – Independent Educational Evaluations (New)**

Due to a memorandum from the US Department of Education to the NJDOE indicating NJ Administrative Code violated the IEE provisions of the Federal Code, Policy 2468 was written so districts could comply with the Federal code.

**3230 – Outside Activities (Revised)**

Guide disclaims any responsibility for any trip taken without BOE sponsorship.

**3281/4281 – Inappropriate Staff Conduct (Revised)**

Aligns with the newly approved changes to code regarding reporting of allegations of child abuse and neglect. Also includes the role of the new tenure arbitrator with respect to the dismissal of tenured teachers.

**6113 – E-Rate (New)**

Provide guidelines for the application, for support, for confirming, for eligibility and for reimbursing telecommunications companies and internet providers for discounted services delivered to schools.

**6480 – Purchase of Food Supplies (Revised)**

Provides for the purchase of school food supplies up to \$500 – old limit was \$250...

**8505 – School Nutrition**

Relates to milk offerings – only fat-free and low fat (1%) milk may be served.

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**Facilities & Transportation Committee:**

Motion by Jayne Howard, seconded by Sally Christine, to appoint MTB Electric LLC as the electrician from the MRESC NJ State Approved Co-op# 65MCESCCPS Electricians Time and Material Bid# MRESC12/13-43 (Term 03/28/13 – 03/27/15) at 5% over the prevailing electrical trade rate per New Jersey Department of Labor and Workforce Development for the 2013-2014 school year, as recommended by the Superintendent; RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

Motion by Jayne Howard, seconded by Sally Christine, to appoint Magic Touch Construction, Inc. as the plumber from the MRESC NJ State Approved Co-op# 65MCESCCPS Plumbers Time and Material Bid# MRESC12/13-51 (Term 04/26/13– 04/26/15) at the current prevailing plumbing trade rate per New Jersey Department of Labor and Workforce Development for the 2013-2014 school year, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

**Education Committee:** Anita Smith – Kris Kling will be coming in June to present the benefits of Archery.

**Personnel Committee:** Meeting for negotiations.

**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

**EXECUTIVE SESSION** - as indicated in items b, c & h below.

Motion by Anita Smith, seconded by John Trush, the Board of Education of the Washington Township School District in the County of Warren will adjourn into a closed meeting to discuss the item (s) which falls within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

EXECUTIVE  
SESSION

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property  
Pending or anticipated litigation
- g. Attorney-client privilege
- h. Personnel – employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of Individual privacy, Collective bargaining agreements and Personnel – employment matters affecting a specific prospective or current employee. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

MV: Unanimous – Motion carried

Time: 9:12 pm

9:20 pm – Valerie Mattes, Keith Neuhs and John Trush left executive session.

Motion by Sally Christine, seconded by Anita Smith, to return to open session.

OPEN SESSION

MV: Unanimous – Motion carried

Time: 9:40 pm

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John Trush returned to open meeting.

Discussed Jean Flynn and Roger Jinks' contracts.

Motion by Jayne Howard, seconded by Anita Smith, to approve the contract transfer agreement between Panorama Tours, Inc. and Long Valley Coach. (Due to the sale of Long Valley Coach to Panorama Tours.) Panorama Tours, Inc. to execute the contracts and become obligated under the identical terms and specifications as those in affect. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

TRANSFER  
AGREEEMTN  
BETWEEN  
PANORAMA  
TOURS AND  
LONG VALLEY  
COACH

The following contracts affected by this transfer:

- 04/26/13 2<sup>nd</sup> Grade – Franklin Institute
- 05/17/13 3<sup>rd</sup> Grade – NJ State House
- 05/30/13 5<sup>th</sup> Grade – Battleship NJ
- 06/12/13 6<sup>th</sup> Grade – Broadway Minskoff Theater
- 06/13/13 4<sup>th</sup> Grade – Liberty Science Center

J. FLYNN 2013-2014  
CONTRACT

Motion by Anita Smith, seconded by Sally Christine, to approve Jean Flynn, Business Administrator/Board Secretary/Facilities and Transportation Supervisor's, contract for the 2013-2014 school year, as approved by the Warren County Executive Superintendent, as recommended by the Superintendent. RCV: Trush abstained – Christine, Howard, Smith and Graf – All voting yes – Motion carried

R. JINKS 2013-2014  
CONTRACT

Motion by Jayne Howard, seconded by Sally Christine, to enter into an employment contract with Roger Jinks, Superintendent, from July 1, 2013 ending June 30 2016. Salary for 2013-2014 to be \$135,000.00, as approved by the Warren County Executive Superintendent, as recommended by the Personnel Committee. RCV: Trush abstained – Christine, Howard, Smith and Graf – All voting yes – Motion carried

CERT. STAFF &  
SALARY 2013-2014

Motion by Anita Smith, seconded by Sally Christine, to approve the certificated staff and salaries for the 2013-2014 school year, as listed on attached sheet, as recommended by the Superintendent. RCV: Trush abstained – Christine, Howard, Smith and Graf – All voting yes – Motion carried

PARA. RE-APPT.  
AND HOURLY  
SALARY 2013-2014

Motion by Anita Smith, seconded by Sally Christine, to approve the paraprofessionals re-appointment and accompanying hourly salaries for the 2013-2014 school year, as listed on attached sheet, as recommended by the Superintendent. RCV: Christine, Howard, Smith, Trush and Graf – All voting yes – Motion carried

**ADJOURNMENT:**

ADJOURNMENT

Motion by Jayne Howard, seconded by Sally Christine to adjourn.

MV: Unanimous – Motion carried

Time: 9:52 pm

Respectfully submitted:

Jean Flynn  
Business Administrator/Board Secretary

