

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 7, 2013

7:30 P.M.

COMMITTEE MEETINGS:

7:00 pm – Personnel Committee: Christine, Dempski, Graf

7:15 pm – Policy Committee: Graf, Dempski, Smith

A. AGENDA:

Call to order by President. Time: 7:30 p.m.

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 Star Gazette and the Clerk of Washington Township.

Flag Salute

Members present were: Karen Graf, President, Sheila Dempski, Vice President, Jayne Howard (left at 9:00 p.m.), Anita Smith and John Trush. In addition Roger Jinks, Superintendent, Jean Flynn (arrived at 7:59 p.m.), Board Secretary, Valerie Mattes and Keith Neuhs, Principals were also present.

Members absent: Sally Christine and Jason Ford

Motion by Jayne Howard, seconded by Sheila Dempski to approve the minutes of August 26, 2013, as presented. MV: John Trush abstained – Motion carried MINUTES

Motion by Sheila Dempski. seconded by Anita Smith to approve the executive session minutes of August 26, 2013, as presented. MV: John Trush abstained – Motion carried EXECUTIVE MINUTES

Motion by Anita Smith, seconded by Jayne Howard to approve the minutes of September 9, 2013, as presented. MV: Sheila Dempski abstained – Motion carried MINUTES

B. PUBLIC HEARING:

- a. As per Public Law 6A:16-2.1 each school district shall, in consultation with their school physician, create a District Nursing Services Plan. The plan shall be adopted annual during a public hearing conducted at a regular board of education meeting: Nursing Services Plan

Motion by Jayne Howard, seconded by John Trush to approve the Nursing Services Plan for 2013-2014, as recommended by the Superintendent. RCV:Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried 2013-14 NURSING SERVICES PLAN

C. PRESENTATIONS:INTRO. NEW
TEACHERS

Introduction of New Teachers:

- Kristen Cappitelli, Gr. 6 Special Education Inclusion; Rebecca Grochowicz, BSI; Anissa Mikitiuk, Gr. 4; Joanne Mitch, Gr. 6 Social Studies; and Colleen O'Rourke, Gr. 2.
- Character Ed: "Week of Respect" Presentation – Deb Tierney, Guidance Counselor
- Character Ed: "Safe Schools" Presentation – Deb Tierney, Guidance Counselor

D. SECRETARY'S REPORT:

Motion by Anita Smith, seconded by Jayne Howard to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending September 30, 2013, as presented. MV: All voting yes – motion carried

STUD. ACT., PETTY
CASH, & CAFÉ. RPTS.

Motion by Jayne Howard, seconded by John Trush to approve the Board Secretary's and Treasurer's Reports for the month ending September 30, 2013, as presented. RCV: Graf, Dempski, Howard, Smith and Trush. 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 over expended 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.

Jean Flynn arrived at 7:59 p.m.

E. SUPERINTENDENT'S REPORT:

Motion by Anita Smith, seconded by Sheila Dempski to approve submission of New Jersey Quality Single Accountability Continuum (QSAC) "Statement of Assurance" (SOA), as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

QSAC/SOA

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: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

SUBSTITUTES

Teacher: Scott Dubiel, pending satisfactory completion of employment requirements.

Teacher: Kathryn Handel, pending satisfactory completion of employment requirements.

Teacher: Selena Stiles, pending satisfactory completion of employment requirements.

Paraprofessional/Secretary: Tracy Beebe, pending satisfactory completion of employment requirements.

Motion by Sheila Dempski, seconded by Anita Smith to approve the out-of-district staff development workshops, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

OUT OF DISTRICT
STAFF DEV.
EXPERIENCES

- Motion by Anita Smith, seconded by Jayne Howard to approve Sheridan A. Mecca, as a Paraprofessional, Step 1, salary to be at an hourly rate of \$12.30, not to exceed 30 hours per week, effective September 16, 2013, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- SHERIDAN A. MECCA
HIRE
- Motion by Jayne Howard, seconded by John Trush to adjust Daniel Andrews' salary to \$37,585.60/\$18.07 hr. (which reflects a 2.1 increase), effective July 1, 2013 through June 30, 2014, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- SALARY
ADJUSTMENT
DANIEL ANDREWS
- Motion by John Trush seconded by Sheila Dempski to approve \$29,700 of Ruth O'Conne's salary to be funded by the 2013-2014 NCLB Federal Grant, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- SALARY-NCLB GRANT
- Motion by Sheila Dempski, seconded by Anita Smith to approve \$5,469 of Alisa Ludwig's salary to be funded by the 2013-2014 Chapter 193 Non-Public Corrective Speech Program, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- CHAPTER 193
SALARY
- Motion Anita Smith, seconded by John Howard to approve the following epi-pen delegates for Port Colden School for the 2013, 2014 school year, as recommended by the Superintendent: RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- EPI-PEN DELEGATES
- Carol Kopie
Amybeth Kupcha
Colleen Mattei
- Motion by Jayne Howard, seconded by John Trush to enter into a shared-services agreement effective July 1, 2013 through June 30, 2014 with Alpha, Franklin Township, Mansfield Township, Oxford Township, Pohatcong Township, Warren County Special Services, Warren Hills and Washington Borough, for the purpose of providing the aforementioned school districts a written K-8 Curriculum. Cost not to exceed \$1,500, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- SHARED SERVICES
AGREEMENT
- Motion by John Trush seconded by Sheila Dempski to approve Peer Leaders Program from Warren Hills Regional High School to volunteer in our district. Date, times, names and assignments to be announced at a later date. A description of the program is as follows, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried
- PEER LEADERS
PROGRAM
- Peer Leadership is a full-year training course AND extra-curricular program for students interested in serving as peer leaders during their senior year. Participants will study models designed to promote positive influence on the behavior, ideas, attitudes, and decisions of students in our school community. The course is taught by trained faculty, with significant portions of the class dedicated to actual group experience. Acceptance into the course is dependent on the selection process by a faculty committee. The criteria are: academics; leadership qualities or potential for leadership; dynamism; respect of teachers and peers; disciplinary record; demonstrated willingness to work with all members of the school community regardless of gender, sexual orientation, race, ethnicity, socio-economic class, clique, or cultural sub-group; evidence of high moral character. To be considered for acceptance to the program, students must register for the class with their guidance counselors. Under normal circumstances, students will be notified about their acceptance or rejection to the program no later than the last day of school. All students selected for this program will be required to attend mandatory summer training at the high school.*

Motion by Sheila Dempski, seconded by Anita Smith to approve the following field trips, dates and times TBD, for the 2013-2014 school year, as recommended by the Superintendent. (All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles, or otherwise noted. Parents/guardians are responsible for all fees and transportation costs).

FIELD TRIPS 2013-2014

- a. PreS&Pre-K Chuckle Time, Andover, NJ
- b. Pre-K Horse Sleigh Farm, Washington, NJ -No transportation required
- c. Kindergarten Centenary College, Hackettstown, NJ
- d. First Grade Sandy Hook, Sandy Hook, NJ
- e. Second Grade Franklin Institute Science Museum, Philadelphia, PA
- f. Third Grade Natural History Museum/Hayden Planetarium, NY
- g. Fourth Grade Liberty Science Center, Jersey City NJ
- h. Fifth Grade Battleship NJ, Adventure Aquarium, Camden, NJ
- i. Sixth Grade Broadway Show, New York City, NY

(The Board of Education will pay the transportation costs of the following trips:)

G&T ENRICHMENT EXPERIENCES

G&T Enrichment Experiences

- Blairstown Evangelical Free Church, Blairstown, NJ - 1st & 2nd -Marvelous Math Challenges
- Washington Borough Memorial School, Washing, NJ – 3rd & 4th - Battle of the Books

Books

- Trinity Methodist Church, Hackettstown, NJ – 4th -Mindnastics
- Rutherford Hall, Allamuchy, NJ – 4th, 5th & 6th –Chess Club participants
- Mansfield Elementary School, Mansfield, NJ – 4th & 6th – Phabulous Physics and Magic of Flight

of Flight

- Harmony Elementary School, Harmony, NJ – 5th -Strategic Thinking Day
- Great Meadows School, Great Meadows, NJ – 5th & 6th –Battle of the Minds
- Blairstown Elementary School, Blairstown, NJ – 5th & 6th – Debate
- Phillipsburg School, Phillipsburg, NJ – 5th & 6th –Spelling Bee winners
- Great Meadows School, Great Meadows, NJ – 5th & 6th –Battle of the Books
- Warren County Community College, Washington, NJ – 6th –WCCSE Convocation
- Lopatcong School, Lopatcong, NJ – 6th –Robotics

Motion by Anita Smith, seconded by Jayne Howard to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

CLASS TRIP TRANSPORTATION QUOTES

6/12/2014 –Natural History Museum, New York – 3rd grades

Easton Coach (49 passenger)	\$995 per bus x 1 bus	Total	\$995
Easton Coach (55 passenger)	\$1,095 per bus x 1 bus	Total	\$1,095

Starr Tours No Quote

Panorama Tours (49 passenger)	\$1,105 per bus x 1 bus	Total	\$1,105
Panorama Tours (55 passenger)	\$1,210 per bus x1 bus	Total	\$1,210

Motion by Anita Smith, seconded by Jayne Howard to award the contract for the Natural History Museum class trip, as follows, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

Easton Coach (49 passenger)	\$995 per bus x 1 bus	Total	\$995
Easton Coach (55 passenger)	\$1,095 per bus x 1 bus	Total	\$1,095

Motion by Jayne Howard, seconded by John Trush to approve Kathryn Handel, a student at Centenary College, to observe for fifty (50) hours with Deb Tierney, dates TBD, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

STUDENT TEACHER
OBSERVER

Motion by John Trush seconded by Sheila Dempski to approve Thomas Rush, a student at Warren County Community College, to observe for fifteen (15) hours, dates and assignment TBD, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

STUDENT TEACHER
OBSERVER

Motion by Sheila Dempski, seconded by Anita Smith to approve Trina Schaefer, a student at St. Elizabeth's College, to participate in a fall 2013 nursing practicum at Port Colden School, with Janine Barzdines, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

STUDENT TEACHER
NURSINGPRACTICUM

Motion by Anita Smith seconded by Jayne Howard to approve Regina Kisling, a student at Kean College, to observe with Ashley Colnett for 1 hour, date TBD as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

STUDENT TEACHER
OBSERVER

Motion by Jayne Howard, seconded by John Trush to approve Nicole Crowley, a student at Centenary College, to participate in a spring practicum 2014 at Port Colden School, with Kara Lisk and Sue Maurer, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

STUDENT TEACHER
PRACTICUM

Motion by Anita Smith, seconded by Jayne Howard to approve a revised agreement with Maschio's Food Service, Inc. to provide operation and management of the district's food service program for the 2013-2014 school year for a management fee of \$8,989.00 and a breakeven, no-cost guarantee food service operation, including the management fee, as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

MACHIO'S FOOD
SERVICE
AGREEMENT

Motion by Jayne Howard, seconded by John Trush to approve the following field trips, date and times TBD, for the 2013-2014 school year, as recommended by the Superintendent. (All Students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles or otherwise noted. Parents/guardians are responsible for all fees and transportation costs), as recommended by the Superintendent. RCV: Graf, Dempski, Howard, Smith and Trush. All voting yes – motion carried

FIELD TRIPS 2013-
2014

- | | |
|------------------------------|---|
| a. Brass Castle Chorus | Hawk Point, Washington, NJ |
| b. Fourth Grade | Liberty Science Center, Jersey City, NJ (revised) |
| c. Sixth Grade Chorus & Band | Warren Hills Regional High School |

F. PRINCIPAL'S REPORT:

G. TECHNOLOGY REPORT:

H. CORRESPONDENCE:

1. Senior Program Invitation; and
2. SAIF (School Alliance Insurance Fund) Letter

I. BOARD GOALS/DISCUSSION**BOARD GOALS**

Motion by Sheia Dempski, seconded by John Trush to select board goals. RCV: Graf, Dempski, Smith and Trush. All voting yes, motion carried.

- Personnel- Negotiations (Paraprofessional)
- Community Communications – as needed
- Warren County School Board – Outreach within County School Boards Associations
- Finance

J. COMMITTEE REPORTS:**Finance & Policy Committee:**

FYI: The Finance & Policy Committee is moving Policy Alert #200 forward for full Board review (1st reading November 2013 and 2nd reading December 2013.)

POLICY ALERT #200

Motion by Anita Smith, seconded by Sheila Dempski to approve the Bills List for October 2013. MV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

BILLS LIST

Motion by Sheila Dempski, seconded by Anita Smith to approve the line item transfers, as recommended by the Superintendent. RCV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

TRANSFERS

Motion by Sheila Dempski, seconded by Anita Smith to approve the first reading of Regulation 5600 – Pupil Discipline/Code of Conduct, as recommended by the Superintendent: RCV: Graf, Dempski and Smith voting yes, Trush voting no – Motion carried. (policy readings do not require a super majority vote).

REGULATION 5600

Education Committee:

Motion by Anita Smith, seconded by John Trush to approve the following club for the 2013-2014 school year, as recommended by the Superintendent. RCV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

CLUB 2013-2014

Club	Advisors	Sessions	Length of Session	Cost
Exercise Club \$243.00	Graham, Nalepa, Price	6	45 minutes	

Facilities/Transportation Committee:

NOTE: Bus evacuation drills were held at Brass Castle and Port Colden Schools on October 1, 2013.

Motion by John Trush, seconded by Sheila Dempski to approve the M-1 (Annual Maintenance Budget Amount Worksheet) as per N.J.A.C. 6A:26A-4.1 to be submitted to the Executive County Superintendent, as recommended by the Superintendent. RCV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

M-1

Motion by Sheila Dempski, seconded by Anita Smith approving the submission of the Comprehensive Maintenance Plan (CMP) for 2012-2013, 2013-2014 and 2014-2015 as per 6A:26A-3.1 to the Executive County Superintendent, as recommended by the Superintendent. RCV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

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.)

Mr. Tom Rush asked a question on PowerSchool vs. On Course

L. EXECUTIVE SESSION - if required as indicated in items f, i below.

Motion by Anita Smith, seconded by Sheila Dempski 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.

- 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
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. 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 f. tactics or techniques utilized in protecting public safety and property and i. personnel-employment matter affecting a 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: 9:20 p.m.

Motion by Anita Smith, seconded by John Trush to return to open session.

MV: Unanimous – Motion carried Time: 9:51 p. m.

Motion Anita Smith, seconded by John Trush to approve Jennifer Linthwaite's request to leave her current position as secretary, effective October 11, 2013, and be reassigned to a paraprofessional position when a position becomes available in the district, as recommended by the Superintendent. RCV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

LINTHWAITE
REASSIGNMENT
REQUEST

RACHEL RHINEHART
HIRE

Motion by Anita Smith, seconded by to appoint Rachael Rhinehart, as secretary at \$14.50 per hour, not to exceed 30 hours per week, for 180 student days plus 20 days, (2 weeks at close of school and 2 weeks at the before opening of school), effective October 15, 2013, as recommended by the Superintendent. RCV: Graf, Dempski, Smith and Trush. All voting yes – motion carried

ADJOURNMENT

ADJOURNMENT

Motion by Sheila Dempski, seconded by Anita Smith to adjourn.

MV: Unanimous – Motion carried Time: 9:52 p.m.

Respectfully submitted,

Jean Flynn
Business Administrator/Board Secretary