

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, October 20, 2014**

**7:30 P.M.**

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**COMMITTEE MEETINGS:**

7:00 pm –Policy Committee: Mohan, Christine, Graf

**A. AGENDA:**

1. Call to order by President. Time: \_\_\_\_\_

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 emailed on February 18, 2014 to The Star Gazette and the Clerk of Washington Township.

Flag Salute

Roll Call: Karen Graf, President  
Anita Smith, Vice President  
Sally Christine  
Sheila Dempski  
Jason Ford  
Jude Mohan  
John Trush

2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the minutes of September 8, 2014, as presented. MV:

**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

3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Nursing Services Plan for 2014-2015, as recommended by the Superintendent. RCV:

**C. PRESENTATIONS:**

***Introduction of New Teachers:***

- Sarah Bettenhausen, Gr. 1, Nicole Campagna, Kindergarten, Samantha Davey, IMD, Dawn Nisivoccia, Special Ed., Tiffany Page, Gr. 3, Ashley Piccione, Gr. 1, Nicole Smith, Speech Language Specialist, Jennifer Testa, BSI, Kathryn Wikander, School Nurse
- Character Ed: "Safe Schools" Presentation – Deb Tierney, Guidance Counselor

**D. SECRETARY'S REPORT:**

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending September 30, 2014, as presented. MV:

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the line item transfers, as recommended by the Superintendent. RCV:

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Bills List for October 2014. MV:

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Board Secretary's and Treasurer's Reports for the month ending September 30, 2014, as presented. RCV:

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.

#### **E. SUPERINTENDENT'S REPORT:**

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve submission of New Jersey Quality Single Accountability Continuum (QSAC) "Statement of Assurance" (SOA), as recommended by the Superintendent. RCV:

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the following substitutes for the 2014-2015 school year, as recommended by the Superintendent. RCV:

Teacher: Janine Horber, Lydia Timcenko, pending satisfactory completion of employment requirements.

Paraprofessional/Childcare/Secretary: Karen Farrell, pending satisfactory completion of employment requirements.

Childcare: Dawn Brattole

Custodian: Robert Beers

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the out-of-district staff development workshops, as recommended by the Superintendent. RCV:

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the increase of \$1.25 per hour to Joseph Capolunghi, for receipt of his Black Seal License, effective September 24, 2014, as recommended by the Superintendent. RCV:

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve \$29,700 of Ruth O'Cone's salary to be funded by the 2014-2015 NCLB Federal Grant, as recommended by the Superintendent. RCV:

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve \$4,418 of Nicole Smith's salary to be funded by the 2014-2015 Chapter 193 Non-Public Corrective Speech Program, as recommended by the Superintendent. RCV:

14. Motion \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following epi-pen delegates for the 2014- 2015 school year, as recommended by the Superintendent. RCV:

Port Colden School: Sarah Bettenhausen, Robert Borusovic, Denise Jordan, Carol Kopie, Colleen Mattei, Susan Maurer, Tonilynn Melhem, Tiffany Page, Amybeth Kupcha and Barbara Pierson

Brass Castle School: Dawn Baxendale, Christine Drevitch, Jodie Frankle, John Hornyak, Lauren Hulse, Valerie Mattes, Deborah Polhemus, Gina Renner, Rachael Rhinehart, Victoria Robinson and Kimberly Sigman

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to enter into a shared-services agreement effective July 1, 2014 through June 30, 2015 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:

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Child Assault Prevention (CAP) Grant for 2014-2015 in the amount of \$1,208, (WTSD share of program is \$108.00), as recommended by the Superintendent. RCV:

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Peer Leaders Program and the 2014-2015 Peer Leaders, from Warren Hills Regional High School ,to volunteer in our district on the following dates, November 14, December 16, 2014, January 13, February 19, March 19, April 14 and May 12, 2015. A description of the program is as follows, as recommended by the Superintendent. RCV:

*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.*

**2014-2015 Peer Leaders:**

Timothy Allin, Veronica Bigham, Peach Biyibioku, Sean Buel, Dalton Buniak, Carrie Ann Callahan, Nicole Cancelliere, Amana Crampton, Michelle Cupo, Tara D’Aiuto, CJ DeFranza, Jordan Delicato, Kyle Dempksi, Emma Fink, John Fluck, Nicholas Gagliano, Brianna Gammel, Luke Gleba, Sarah Hanshaw, Heather Marsh, Carlee Moran, Sydney Muntone, Amanda Oberly, Kemdi O’Koro, Megan Oredmann, Simran Patel, Jamie Pillion, Nicole Profita, Gina Racek, Jacob Rapp, Samantha Sbashnig, Henna Shethia, Sarah Thomas and Jillian Wall.

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the following field trips, dates and times TBD, for the 2014-2015 school year, as recommended by the Superintendent. RCV:

(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).

- a. First Grade Sandy Hook, Sandy Hook, NJ
- b. Second Grade Franklin Institute Science Museum, Philadelphia, PA
- c. Third Grade Natural History Museum/Hayden Planetarium, NY

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|-----------------|--|
| d. Fourth Grade | Statue of Liberty & Ellis Island, Liberty State Park, NJ                 |
| e. Fifth Grade  | Battleship NJ, Adventure Aquarium, Camden, NJ                            |
| f. Sixth Grade  | Broadway Show, New York City, NY<br>6 <sup>th</sup> Grade All- Star Band |

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

G&T Enrichment Experiences

- Blairstown Evangelical Free Church, Blairstown, NJ - 1<sup>st</sup> & 2<sup>nd</sup> -Marvelous Math Challenges
- Washington Borough Memorial School, Washington, NJ – 3<sup>rd</sup> & 4<sup>th</sup> -Battle of the Books
- Trinity Methodist Church, Hackettstown, NJ – 4<sup>th</sup> -Mindnastics
- Rutherford Hall, Allamuchy, NJ – 4<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup> –Chess Club participants
- Mansfield Elementary School, Mansfield, NJ – 4<sup>th</sup> & 6<sup>th</sup> – Phabulous Physics and Magic of Flight
- Harmony Elementary School, Harmony, NJ – 5<sup>th</sup> -Strategic Thinking Day
- Great Meadows School, Great Meadows, NJ – 5<sup>th</sup> & 6<sup>th</sup> –Battle of the Minds
- Blairstown Elementary School, Blairstown, NJ – 5<sup>th</sup> & 6<sup>th</sup> – Debate
- Phillipsburg School, Phillipsburg, NJ – 5<sup>th</sup> & 6<sup>th</sup> –Spelling Bee winners
- Great Meadows School, Great Meadows, NJ – 5<sup>th</sup> & 6<sup>th</sup> –Battle of the Books
- Warren County Community College, Washington, NJ – 6<sup>th</sup> –WCCSE Convocation
- Lopatcong School, Lopatcong, NJ – 6<sup>th</sup> –Robotics
- Warren County Community College – Author Visitor - 2nd grade
- Hackettstown High School – 6<sup>th</sup> Grade All-Star Band
- Oxford Central – 6<sup>th</sup> Grade Archery Club
- Warren Hills Middle School – BC – IMD Class
- NJMEA Middle School Band Festival – Blue and White Band
- Warren Hills Regional High School – 6<sup>th</sup> Grade Chorus/Band

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Michele Wilkinson, a student at Centenary College, to participate in a spring 2015 practicum at Port Colden School, with Kara Lisk, as recommended by the Superintendent. RCV:

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Brianna DiMaggio, a student at Warren Hills Community College, to observe, for five hours, Susan Motzenbecker and Suzanne Lee, at Port Colden School, as recommended by the Superintendent. RCV:

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Courtney Dunn, student at Centenary College, to student teach at Brass Castle School with Deborah Polhemus and Laura Hawk in the spring of 2015, as recommended by the Superintendent: RCV:

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve a memorandum of agreement between Warren County Special Services School District and Washington Township School District for a Behavioral Specialist (BCBA certified), at the rate of \$90.00 per hour, from October 1, 2014 through June 30, 2015, as recommended by the Superintendent. RCV:

24. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Heather Robustelli, to shadow student #15-06, October through December 2014, as recommended by the Superintendent. RCV:

**F. CORRESPONDENCE:**

1. SAIF (School Alliance Insurance Fund) Letter
2. Thank You Note from Roger Jinks

## **G. BOARD GOALS/DISCUSSION**

### **Possible areas:**

- Foster academic performance and achievement on newly implemented PARCC assessments.
- Manage financial obligations effectively and efficiently to successfully operate Washington Township School District.
- Provide technology and support the effective use of technology by staff members.
- Research and review opportunities for shared services.
- Ensure proper implementation of Chapter 78/Combining TEACHNJ and EE4Nj
- Plan for facility and infrastructure needs of future and improve the maintenance of current facilities.
- Warren County School Board – Outreach within County School Boards Associations

## **H. COMMITTEE REPORTS:**

### **Facilities/Transportation Committee:**

NOTE: Bus evacuation drills were held at Brass Castle and Port Colden Schools on October 1, 2014.

25. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the attached bus routes for the 2014-2015 school year, as recommended by the Superintendent. RCV:

26. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ 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:

27. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ approving the submission of the Comprehensive Maintenance Plan (CMP) for 2013-2014, 2014-2015 and 2015-2016 as per 6A:26A-3.1 to the Executive County Superintendent as presented and recommended by the Superintendent. RCV:

28. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to authorize the use of Capital Reserve funds for the purpose of funding the local share of the Schools Facilities Projects for the partial roof replacement at the Brass Castle Elementary School – SDA Project #5530-040-14G2UN and DOE Project #5530-040-14-1001 under Grant Agreement #G5-5955, as recommended by the Superintendent. RCV:

29. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to enter into an interlocal service agreement with the Township of Washington for School Resource Officer (SRO) service, for the 2014-2015 school year, in the amount of \$47,945, as recommended by the Superintendent. RCV:

### **Finance & Policy Committee:**

FYI – Policy Alert 203 to full board and 1<sup>st</sup> reading, November 8, second reading/adoption December 10, 2014.

### **Personnel Committee:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Superintendent's 2014-2015 Goals, as recommended by the Personnel Committee: RCV:

**I. EXECUTIVE SESSION - if required as indicated in items a,b,h,& i below.**

30. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ 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) matters rendered confidential by Federal Law, State Law, or Court Rule, Individual privacy, Attorney Client privilege and Personnel- employment matters affecting a specific prospective or current employee, 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:                                      Time: \_\_\_\_\_

31. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to return to open session.

MV:                                      Time: \_\_\_\_\_

32. Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint \_\_\_\_\_, as Principal, Port Colden School, at a salary of \_\_\_\_\_, effective \_\_\_\_\_, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV.

33. Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the settlement between Washington Township Board of Education and the parents/guardians of Student #13-01, as recommended by the Superintendent and School Board Counsel. MV:

34. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Bonnie Adamski, for Applied Behavior Analysis (ABA) services, for student #15-06 at a rate of \$50.00 per hour, not to exceed 15 hours per week, effective October 20, 2014 through June 30, 2015, pending completion of employment requirements,, as recommended by the Superintendent. RCV:

**J. ADJOURNMENT**

35. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn.

MV:                                      Time: \_\_\_\_\_