

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 17, 2016

7:30 P.M.

Minutes of October 17, 2016

Call to order by President.

Time: 7:33pm

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 January 15, 2016, to the Express Times, the Star Gazette, and to the Clerk of Washington Township.

Flag Salute

Members in attendance were Karen Graf, President, Joseph Armstead, Kimberley Morris, and John Trush. In addition, Keith T. Neuhs, Superintendent, Jean Flynn, Board Secretary and Jessica Garcia, Principal.

Members absent: Anita Smith, Vice President, Jude Mohan and Lauren Schlaffer

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 Joseph Armstead, seconded by Kimberley Morris, to approve the Nursing Services Plan for 2016-2017, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

C. PRESENTATIONS:

- Introduction of New Teachers – Kelly Carney, 3rd Gr., Patricia Romel, BSI and Erin Karl, Social Worker.
- PARCC Testing Presentation – Keith Neuhs, Superintendent

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve the minutes of September 12, 2016, as presented. MV: all voting yes, motion carried.

Motion by John Trush, seconded by Joseph Armstead, to approve the executive meeting minutes of September 12, 2016 as presented. MV: all voting yes, motion carried.

D. SECRETARY'S REPORT:

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending September 30, 2016, as presented. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by John Trush, to approve the line item transfers, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve the Bills List for October 2016. MV: all voting yes, Trush abstained, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve the Board Secretary's and Cash Reports for the month ending September 30, 2016, as presented. RCV: Armstead, Morris and Graf, all voting yes, Trush voting no, motion carried.

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.

9. Motion by John Trush, seconded by Kimberley Morris, to approve the contract with E-Rate Partners, LLC to provide E-Rate services for Funding Year 2017 (July 1, 2017-June 30, 2018) Category 1 at \$1,100 and Category 2 (if applicable) at \$600.00 per year, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

E. SUPERINTENDENT'S REPORT:

Motion by Kimberley Morris, seconded by Joseph Armstead, to accept, with regret, the resignation for retirement of Jill Stocker, Teacher, effective January 1, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by John Trush, to accept, with regret, the resignation for retirement of David Tompkins, Custodian, effective January 1, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by, Kimberley Morris, to accept, with regret, the resignation of Joseph Capolunghi, Custodian, effective October 7, 2016, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve Margaret Prendergast, as a Paraprofessional, Step 11, for the 2016-2017 school year, salary to be at an hourly rate of \$15.60 not to exceed 30 hours per week, effective October 17, 2016, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve Toni Smith, as a Paraprofessional, Step 1, for the 2016-2017 school year, salary to be at an hourly rate of \$12.30, not to exceed 30 hours per week, effective October 18, 2016, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by John Trush, to approve the following substitute for the 2016-2017 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

- Denise Fox – Teacher/Paraprofessional

Motion by John Trush, seconded by Joseph Armstead, to approve the following epi-pen delegates for the 2016-2017 school year: RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Brass Castle: Lisa Galoppo, Thomas Graham, Erika Hill, John Hornyak, Joan Pare, Gina Renner, Rachael Rhinehart, Ed Sorge and Karen War

Port Colden: Colleen Mattei

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve Olivia Stuber, a student at Warren County Community College to observe five hours in Deidre Dugdale’s class at Brass Castle School, to be completed in October 2016, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by John Trush, seconded by Kimberley Morris, to approve the out-of-district in-service experiences, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Peggy Edmiston	DRTRS Workshop	0	9/26/16	85.2	0	0	0	0
Joan Pare	SCESC-Daily Instruction for Preschool	175.00	10/14/2016	76	0	0	0	0
Joan Pare	SCESC-Implementing Quality Preschool	175.00 x 2 sessions -300	2/10/ & 4/28/2016	76	0	0	0	0
Erin Karl	Warren Cty.-Cty. Wide In-Service	0	10/10/2016	6	0	0	0	0
Jennifer Borusovic	Warren Cty-Cty-Wide In-Service	0	10/10/2016	0	0	0	0	0
Rebecca Whalen	Dual Media Learners	0	10/13/2016	43	0	0	0	0
Jennifer Borusovic	Preventing Students from going to Restrictive Out of District	30.00	10/14/2016	73	0	0	0	0
Erin Karl	NJASSW – Classroom Behavior/Mgmt. for Students with Anxiety	125.00	10/24/2016		0	0	0	0
Jesse Kyle	Play Matters	299.00	10/19/2016	91	0	0	0	0
Erin Karl	Warren County Social Workers Meeting	0	10/20/2016	27	0	0	0	0
Gina Renner, Deidre Dugdale, & Ruth O’Cone	Wilson Language Training	125.00 x 3 Applicants = 375.00	11/4/2016	0	0	0	0	0
Thomas Graham	Co-Teaching Conference	249.00	11/29/2016	164	0	0	0	0

Samantha Richards	Co-Teaching Conference	249.00	11/29/2016	164	0	0	0	0
Peggy Edmiston	STS General Meeting	0	12/2/2016	125.2	0	0	0	0
Patricia Romel	Flipped Learning	245.00	12/6/2016	60	0	1.00	0	0
Jessica Garcia	Building Success Strategies Through the I&RS	145.00	1/9/2017	58.0	0	0	0	0

Motion by Joseph Armstead, seconded by John Trush, to approve \$28,955 of Ruth O’Cone’s salary to be funded by the 2016-2017 NCLB Federal Grant, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve \$4,650 of Nicole Smith’s salary to be funded by the 2016-2017 Chapter 193 Non-Public Corrective Speech Program, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by John Trush, seconded by Joseph Armstead, to approve Bonnie Adamski, for Applied Behavior Analysis (ABA) services, for student #13-03 and #16-11, at a rate of \$50.00 per hour, not to exceed 15 hours per week, effective September 6, 2016 through June 30, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by John Trush, seconded by Joseph Armstead, to approve the following field trips for the 2016-2017 school year, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

(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).

Grade	Date	Destination
Pre-K	May 2017	Tag-A-Long, Lake Hopatcong, NJ
K	June 1, 2017	Turtle Back Zoo, West Orange, NJ
1	March 20, 2017	Imagine That!, Florham Park, NJ
2	April 28, 2017	The Franklin Institute, Philadelphia PA
3	May 24, 2017	Museum of Natural History, NYC
4	March 23, 2017	JA Biz Town, Edison, NJ
4	June 2017	Liberty State Park, Jersey City, NJ
5	May/June 2017	Battleship NJ & Camden Adventure Aquarium, Camden, NJ
6	March 22, 2017	Broadway Show, New York City, NY

G & T Enrichment Experiences:

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

Date	Grade	Event	Destination
10/20/16	4	Mindnastics	Blairstown Evangelical Church Blairstown, NJ

11/15/2016	5 & 6	Battle of the Minds	Hackettstown Middle School, Hackettstown, NJ
12/9/2016	2	Marvelous Math	Harmony Firehouse, Phillipsburg, NJ
2/23/2017	3	Marvelous Math	Phillipsburg Housing Authority, Phillipsburg, NJ
2/23/2017	5 & 6	Spelling Bee	Phillipsburg Housing Authority, Phillipsburg, NJ
3/3/2017	3 & 4	Phabulous Physics	Mansfield Elementary, Port Murray, NJ
3/7/2017	4,5,&6	Chess Tournament	Rutherford Hall Allamuchy, Hackettstown, NJ
3/23/2017	5 & 6	Debate	Blairstown Elementary, Blairstown, NJ
4/11/2017	5 & 6	Battle of the Books	Great Meadows School, Great Meadows, NJ
5/18/2017	3 & 4	Battle of the Books	Belvidere Oxford Street School, Oxford, NJ
5/26/2017	5	Strategic Thinking	Harmony Firehouse, Phillipsburg, NJ
March or May 2017	6	Convocation	Warren Cty. Community College or Centenary

Date	Event	Destination
January/February 2017	Archery Team/John Hornyak	Harmony Middle School, Oxford Middle School, White Township School

Date	Event	Destination
TBD	6 Gr. All Star Band	Phillipsburg Regional High School
TBD	Blue & White Band	NJMEA Middle School Band Festival
TBD	6 Grade Chorus/Band	Warren Hills Regional High School
TBD	4, 5 & 6 Grade Choruses	Local Venues to Sing During Holidays

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve the Peer Leaders Program and the 2016-2017 Peer Leaders, from Warren Hills Regional High School, to volunteer in our district on the following dates, October 18, November 9, December 13, January 19, February 16, March 24, April 21 and May 9. (backup dates October 24, November 17, December 19, January 31, February 24, March 30, April 27 and May 15. A description of the program is as follows, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

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.

2016-2017 Peer Leaders: Kristen Ahman, Marisella Arana, Kristin Bell, Michael Bogart, Anna Chmielewski, Olivia Christine, Sarah Cooper, Kate Cunningham, Johanna Demin, Alyssa Duart, Amanda Elbassionouny, Andrew Ferdenzi, Sarah Fontana, Grace Bleba, Taylor Hackett, Taylor Hamas, Jenna Henderson, Haley Jensen, Cheyenne Lemonius, Ciara Motzer, Brody Oberly, Annie Smith, Nicole Smith, Tyler Stoner, Kelsey Thompson, Peter Warsen, Justin Watt, Karina Wimmer, Brie Vankirk, and Danielle Yawger.

Motion by John Trush, seconded by Kimberley Morris, to approve the following club for the 2016-2017 school year, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Port Colden School							
Club	Advisor	Grade Level	# of Sessions	Rate	Length of Session	Cost	Notes
Art	Kathleen Giuliano	3	8	\$27.00	1 hr.	\$216.00	

Motion by Kimberley Morris, seconded by John Trush, to approve the Hunterdon Democrat as a supplemental newspaper for employment ads for the Washington Township Board of Education, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve the 2016-2017 shared services agreement between Washington Township Board of Education and Oxford Township Board of Education for the Cluster Curriculum Writing, at an annual fee of \$1,400.00, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve the tuition contract between the Washington Township Board of Education and the Pohatcong Township Board of Education for the enrollment of three elementary school students in the Washington Township School District at a prorated tuition cost of \$41,089.00, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

F. PRINCIPAL’S REPORTS

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Joseph Capolunghi
- Letter from Jill Stocker
- Letter from David Tompkins
- SAIF (School Alliance Insurance Fund) Letter

I. COMMITTEE REPORTS:

Facilities Committee:

NOTE: Bus evacuation drills were held at Brass Castle and Port Colden Schools on September 14, 2016.

Motion by Joseph Armstead, seconded by Kimberley Morris, 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: Armstead, Morris and Graf, all voting yes, Trush abstained, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, approving the submission of the Comprehensive Maintenance Plan (CMP) for 2015-2016, 2016-2017 and 2017-2018 as per 6A:26A-3.1 to the Executive County Superintendent as presented and recommended by the Superintendent. RCV: Armstead, Morris and Graf, voting yes, Trush voting no, motion carried.

Finance & Policy Committee:

Motion by John Trush, seconded by Kimberley Morris, to accept the ExxonMobil Foundation Volunteer Grant, in the amount of \$1,000, awarded to the Washington Township Board of Education, in recognition of volunteer hours by Fred and Karen Graf, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Personnel Committee:

J. 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.)

Kimberly Healey asked for clarification on the new food Policy and if it is for all classes.

K. EXECUTIVE SESSION - if required as indicated in items g, h, i below.

Motion by John Trush, seconded by Joseph Armstead, 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 Pending or anticipated litigation, Attorney-client privilege 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: 8:51 p.m.

Motion by Kimberley Morris, seconded by Joseph Armstead, to return to open session.

MV: unanimous, motion carried.

Time: 9:10 p.m.

Motion by John Trush, seconded by Joseph Armstead, to approve Gregory Koluch, as a full time Custodian, salary to be \$33,280.00 (rate \$16.00/hr.) and a \$2,000 Lead Custodian stipend, effective October 1, 2016, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve Tammy Mornick, as a full time Custodian, salary to be \$28,600 (rate \$13.75), effective October 10, 2016 (completion of black seal license required for continuation of employment), as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

Motion Joseph Armstead, seconded by Kimberley Morris, to approve the termination of Employee #1609, notified on October 12, 2016, in accordance with the 14-day notice provision specified in their employment contract, as recommended by the Superintendent. RCV: Armstead, Morris, Trush and Graf, all voting yes, motion carried.

L. ADJOURNMENT

Motion by Joseph Armstead, seconded by John Trush, to adjourn.

MV: unanimous, motion carried

Time: 9:13 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary