

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

Monday, July 10, 2017

7:30 p.m.

**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 January 15, 2017 to The Express Times, The Star Gazette and to the Clerk of Washington Township.

2. Flag Salute

2a. Administering the Oath of Office to appointed Board Member. (Newly appointed Board Member will sign the Oath of Office). Cheryl Noll

3. Roll Call:
- |                                  |                                |
|----------------------------------|--------------------------------|
| Karen Graf, President            | Keith T. Neuhs, Superintendent |
| Joseph Armstead – Vice President | Jean Flynn, Board Secretary    |
| Jude Mohan                       |                                |
| Kimberley Morris                 |                                |
| Cheryl Noll                      |                                |
| Lauren Schlaffer                 |                                |
| Anita Smith                      |                                |

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Present							

**B. PUBLIC HEARING:** Electronic Violence and Vandalism Reporting System (EVVRS).

As per Public Law 6A:16-5.3 each school district shall report incidents of violence, vandalism, substance abuse, and HIB for the previous school year. Those incidents shall also be reported to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education for the 2016-2017 school year, there was one incidence of vandalism substance abuse and/or violence, which rose to the standard established by the New Jersey Department of Education. There was one incidence of HIB confirmed for the 2016-2017 school year.

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Annual Report of Violence, Vandalism, Substance Abuse and HIB for the 2016-2017 school year, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of June 12, 2017, as presented. MV:

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the executive session's minutes of June 12, 2017, as presented. MV:

**C. PUBLIC QUESTIONS AND DISCUSSION:** (agenda items)

(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

**D. SECRETARY'S REPORT:**

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending June 30, 2017, as presented. MV:

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the attached transfers, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Bills List from June 13, 2017 to June 30, 2017. MV:

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the July 2017 Bills List. MV:

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board Secretary's and Cash Reports for the month ending June 30, 2017, as presented. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

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 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.

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following Resolution to Withdraw Capital Reserve, as follows, as recommended by the Superintendent. RCV:

WHEREAS, NJSA 6A:23A-14.1(h) permits a Board of Education to withdraw such funds from the Capital Reserve account and appropriate into the required capital account lines at budget time or any time during the year for use on required capital activities for a school facility as reported in the Long Range Facility Plan, pursuant to N.J.A.C. 6A:206A.1.

WHEREAS, the Washington Township Board of Education authorizes procedures, under the authority of the Commission of Education, which permit a board of education to withdraw funds from a district's Capital Reserve Account and appropriate said funds into the required capital account line for the following:

\$42,000 to fund the unbudgeted portion of the Fire Alarm Upgrades at Brass Castle/Port Colden Schools

WHEREAS, according to 6A:23A-14.1 (k), the Washington Township Board of Education shall restore any unexpended capital outlay appropriations, up to the amount of capital reserve account funds withdrawn, to the capital reserve account.

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

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

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Yvette Shangold, School Nurse, (replacing Kathryn Wikander), Step 9 MA+15, salary to be \$63,080, upon completion of employment requirements effective September 1, 2017, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

14. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Jennifer Kruger, Teacher, Step 2BA, salary to be \$48,760, effective September 1, 2017, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Heather Wulff, Child Care Coordinator, (replacing Margaret Lyons), salary to be \$23,000, upon completion of employment requirements, effective September 1, 2017, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Cheryl Campbell and Barbara Pierson as co-coordinators for the Publishing/Senior Program, for the 2017-2018 school year, at a stipend of \$2,000 each, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret the resignation of Alexis Jones, Child Care Worker (part-time), effective June 20, 2017, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to place the following additional classified student in the Washington Township Extended School Year Program, June 28-July 28, 2017, (excluding July 3, 4 & 5), as recommended by the Superintendent. RCV:

#### ESY STUDENT 2017

ID #17-27

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

19. Motion by \_\_\_\_\_ seconded by \_\_\_\_\_, to approve the following additional personnel for the 2017-2018 Extended School Year Program – June 28, 2017 – July 28, 2017 (excluding July 3, 4 & 5), as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

#### Staff Member

Deborah Corrado - ABA-level II  
\*2016-2017 rate (pending negotiations)

#### Position

Paraprofessional

#### Rate

\$19.60\*

Michelle VanNest

Substitute Paraprofessional

\$ 12.30

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Courtney Dunn, garden club advisor for the 2016-2017 school year, as recommended by the Superintendent. RCV:

#### Sessions

#### Time

#### Rate

4 sessions                      1hr.                      \$27.00/hr.

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the out-of-district in-service experiences as recommended by the Superintendent. RCV:

Staff Member	Type of Travel/ Workshop	Registration Fee	Date	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Casserly, Hawk,Hulse, Kaiven, Karl, Kupcha, Margolin, Mikitiuk,Mitch, Nisivoccia, O'Rourke, Paruta, Peterson, & Rizzo	Mindfulness Fundamentals Online Course	\$75.00 each staff member	July/August 2017	0	0	0	0	0

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Michele Cooper, Kelly Carney, Christine Drevitch, Heidi Kaiven, Michele Mahon and Susan Peterson, for summer curriculum time to prepare STEM Project/Curriculum, for staff members, at a rate of \$30.00 per hour, not to exceed 15 hours, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

23. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to enter into a contract with Sussex County Educational Services Commission (SCESC) to provide Chapter 192/193 Services (Compensatory Education, English as a Second Language (ESL), Supplementary Instruction and Home Instruction, Evaluation and Determination of Eligibility for Special Education and related services). Services for eligible non-public school students for the 2017-2018 school year, as recommend by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

24. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the contract with Sussex County Educational Services Commission (SCESC) to provide additional IDEA Supplementary Instruction and related services for eligible students attending the Good Shepherd Christian Academy for the 2017-2018 school year, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

25. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following quotes for painting three corridors at Port Colden School, as recommended by the Superintendent. RCV:

<b>Quality Painting</b>	<b>Anthony's Painting</b>
\$14,360	\$14,600

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

26. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the painting of three corridors at Port Colden School, to Quality Painting, for \$14,360, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

#### **F. PRINCIPALS' REPORT**

#### **G. TECHNOLOGY REPORT**

#### **H. CORRESPONDENCE:**

- Note from Marilyn Balzer
- Letter from Alexis Jones

#### **I. COMMITTEE MEETINGS:**

##### **Education Committee:**

##### **Facilities Committee:**

27. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to submit application for dual use of education space in Brass Castle, Room 207, to the County Executive Superintendent for approval. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

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

28. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to apply for the FY 2018 IDEA Grant and accept the grant award funds, upon approval of the FY2018 IDEA application, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

Basic: \$156,535  
Preschool \$ 11,039

#### Personnel Committee Report:

#### 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.)

#### K. EXECUTIVE SESSION - if required as indicated in items a, b, c, g, & h, i below.

29. 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) 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 Matters rendered confidential by Federal Law, State Law, or Court Rule, Individual privacy, Collective bargaining agreements, Pending or anticipated litigation, Attorney-client privilege, Personnel-employment matters affecting a specific prospective or current employee/Superintendent Evaluation. 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: \_\_\_\_\_

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

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

**L. ADJOURNMENT:**

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

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