

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, September 11, 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 13, 2017, The Star Gazette and the Clerk of Washington Township.

Flag Salute

Roll Call:

Karen Graf, President  
Joseph Armstead-Vice President  
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							

2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of August 21, 2017, as presented. MV:

3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the executive session minutes of August 21, 2017, as presented. MV:

**B. PRESENTATIONS:**

- Special Presentation – Keith T. Neuhs
- EVVRS/HIB – Deborah Tierney

**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:**

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Cafeteria, Student Activity, and Petty Cash Account Reports for the month ending July 31, 2017, as presented. MV:

5. 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							

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Bills List for September 2017. RCV:

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

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Final Board Secretary’s and Cash Reports for the month ending June 30, 2017, 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 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							

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board Secretary’s and Cash Reports for the month ending July 31, 2017, 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 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							

**E. SUPERINTENDENT’S REPORT:**

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve an extended medical leave of absence for Colleen Mattei, 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							

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following substitutes for the 2017-2018 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV:

- Teacher/Aide: Liz Burkat & Walter Burkat, Agatha Russo

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

11. Motion \_\_\_\_\_, seconded by \_\_\_\_\_, to approve District Mentors as follows, as recommended by the Superintendent. RCV:

**Formal:**

- Sue Graham for Jennifer Kruger
- Gina Renner for Kaleigh Soles
- Joan Pare for Genevieve Williams

**Informal:**

- Pamela Casserly for Stephen Scism
- Nicole Campagna for Melissa Freitas
- Janine Barzdines for Yvette Shangold

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

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Maxinne Spann, a student at Centenary University, to observe Kathryn Penner’s class, Brass Castle School, as a student teacher for 10 hours, as recommended by the Superintendent. RCV:

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

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Alexis Richards, a student at Cranberry Academy of Art, to observe Kathleen Giuliano’s class, Brass Castle School, as a student teacher for two classes, 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 the out-of-district in-service experiences as recommended by the Superintendent. RCV:

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Janine Barzdines/Yvette Shangold	Hackettstown Hospital CPR Renewal	\$ 75.00	10/9/2017	28	0	0	0	0
Jesse Wyke	Workshop – Executive Function Disorder in Children and Adolescents	\$199.99	9/27/2017	47.6	0	0	0	0

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

14. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the following clubs for the 2017-2018 school year, as recommended by the Superintendent. RCV:

PORT COLDEN SCHOOL							
Club	Advisor	Grade Levels	# of Sessions	Rate	Length of Session	Notes	
Art Club	Kathleen Giuliano	3	12	\$27.00	1 hr.		
Field Hockey Club	Colleen O'Rourke	2-3	15	\$27.00	1 hr.		
Running Club	Colleen O'Rourke	3	15	\$27.00	1 hr.		

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

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Child Assault Prevention (CAP) Grant for 2017-2018 in the amount of \$1,078 (with an anticipated WTSD share of program is \$323.00), 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 the following district goals, as recommended by the Superintendent. RCV:

1. Students will achieve rigorous academic standards through data driven instructional practices.
2. Utilize technology to enhance District instructional practices and communication.
3. Continuously inform the community of District accountability in budget development and implementation.

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

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following board goals, as recommended by the Superintendent. RCV:

1. Increase attendance at County Meetings.
2. Review and re-establish Board Committee roles and responsibilities.
3. Review the bylaws of the Board.

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

**F. PRINCIPAL’S REPORTS**

**G. TECHNOLOGY REPORT**

**H. CORRESPONDENCE**

**I. COMMITTEE REPORTS**

**Education:**

**Facilities:**

**Finance & Policy:**

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the 2<sup>nd</sup> reading and adoption of the following policies from Policy Alert 211, as recommended by the Superintendent. RCV:

- P&R 3160 Physical Examination (Teaching Staff Members)
- P&R 4160 Physical Examination (Support Staff Members)
- P 7446 School Security Program
- P 8350 Records Retention

	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 2<sup>nd</sup> reading and adoption of Policy Alert 212, as recommended by the Superintendent. RCV:

N.J.A.C. 6A:9 Recodification to N.J.A.C. 6A:9, 6A:9A, 6A:9B, and 6A:9C Policy and Regulation Guide Updates

- P&R 1240 Evaluation of Superintendent (M) (Revised)
- P 1511 Board of Education Website Accessibility (New)
- P&R 3126 District Mentoring Program (Revised)
- P&R 3221 Evaluation of Teachers (M) (Revised)
- P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)(Revised)
- P&R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P&R 3224 Evaluation of Principals, Vice Principals and Assistant Principals (M) (Revised)
- P&R 3240 Professional Development for Teachers and School Leaders (M) (Revised)

- P&R 5610 Suspension (M) (Revised)
- P 5620 Expulsion (M) (Revised)
- P&R 7424 Bed Bugs (New)
- P 8505 Local Wellness Policy/Nutrient Standards for Meal and Other Foods (M) (Revised)
- P 8550 Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

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

**Personnel:**

**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 i below.

20. 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 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: \_\_\_\_\_ Time: \_\_\_\_\_

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

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

**L. ADJOURNMENT**

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

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