

WASHINGTON TOWNSHIP BOARD OF EDUCATION

BOARD RE-ORGANIZATION AND REGULAR MEETING

Wednesday, January 3, 2018

7:30 p.m.

A. AGENDA

1. Motion by _____, seconded by _____ to appoint Jean Flynn, Board Secretary, as temporary chair to conduct election, as recommended by the Superintendent. RCV:

| | | | | | | | |
|---------|-----------------|------------|------------------|-------------|------------------|-------------|--|
| | Joseph Armstead | Karen Graf | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith | |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

Call to order by Board Secretary.

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 to The Express Times and the Clerk of Washington Township.

1A. Results of the Election held on November 7, 2017 were as follows:

Cheryl Noll (3 year term) – 985
Robert Lockhart (write-in – open 3 year term) – 67*
Robert Lockhart (write-in- open 1 year term) – 30*

*Robert Lockhart respectively declined the open 3 year and 1 year terms. Board held interviews at the December 11, 2017 board of education meeting and selected Casey Grimm for the 3 year term and Lauren Schlaffer for the 1 year term.

1B. Administering the Oath of Office to the new elected Board Members. (Newly elected Board Members sign the Oath of Office).

1 Year Term

Lauren Schlaffer

3 Year Term

Cheryl Noll and Casey Grimm

Roll Call:

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Present | | | | | | | |

Flag Salute

B. RE-ORGANIZATION MOTIONS

2. Board Secretary requests nominations for President.

_____ nominated _____ for President. Are there any other nominations?
 (Following the close of nominations.) RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schläffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

C. NEWLY ELECTED PRESIDENT ASSUMES CHAIR

3. President requests nominations for Vice-President.

_____ nominated _____ for Vice-President. Are there any other nominations?
 (Following the close of nominations.) RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schläffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

D. CODE OF ETHICS FOR SCHOOL BOARD MEMBERS: Review

Board will review New Jersey School Board Member Code of Ethics (board members sign acknowledgement of receipt of File Code 9271 and return to Board Secretary.)

4. Motion by _____, seconded by _____ to adopt the following 2018-2019 calendar of board meetings for the Washington Township Board of Education: RCV:

REGULAR MEETINGS FOR 2018-2019

- January 3 (Wednesday) Board Reorganization & Regular-Public Hearing on EVVRS/HIB Reports
- February 12
- March 12
- April 30 Public Hearing on Budget
- May 14 2018-2019 Annual School Appointment and Adoptions
- June 11
- July 9 Public Hearing on EVVRS/HIB Reports
- August 20
- September 10
- October 15 Public Hearing of Nurses Service Plan
- November 12 Public Hearing on Audit
- December 10
- January 3 (Thursday) - Board Re-organization & Regular - Public Hearing on EVVRS/HIB Reports

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schläffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

Board President appointed _____ and _____, alternate, as Delegate to the New Jersey School Boards Association.

Board President appointed _____ and _____, alternate, to the Warren County School Boards Association.

Board President appointed _____ as Legislative delegate.

5. Motion by _____, seconded by _____ to approve the minutes of December 11, 2017 as presented. MV:

6. Motion by _____, seconded by _____ to approve the executive session minutes of December 11, 2017 as presented. MV:

E. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

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

F. PUBLIC HEARING

a. Violence and Vandalism and Substance Abuse

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported between September 1, 2017 to December 31, 2017, to the NJ Department of Education via the department’s Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education, there was 2 incidents of violence, vandalism or substance abuse during the 2017-2018 school year for the period ending December 31, 2017.

7. Motion by _____, seconded by _____ to accept the Bi-Annual Report of Violence and Vandalism dated December 31, 2017, as recommended by the Superintendent. RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

b. Harassment, Intimidation and Bullying

As per Public Law N.J.S.A.18A:7E-3, each school district shall report incidents of harassment, intimidation or bullying two times per year. Those incidents shall also be reported between September 1, 2017 to December 31, 2017, to the NJ Department of Education via the department’s Harassment, Intimidation or Bullying Reporting System (HIB).

As reported to the Department of Education, there were no affirmed incidents of harassment, intimidation or bullying during the 2017/2018 school year for the period ending December 31, 2017.

8. Motion by _____, seconded by _____ to accept the Bi-Annual Report of Harassment, Intimidation and Bullying, dated December 31, 2017, as recommended by the Superintendent. RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

G. SECRETARY'S REPORT

H. SUPERINTENDENT'S REPORT

9. Motion by _____, seconded by _____, to accept, with regret the resignation of Debra Glowinski, Paraprofessional, effective January 1, 2018, as recommended by the Superintendent. RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

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

- Teacher/Paraprofessional/Custodian: Clare Flynn

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

11. Motion _____, seconded by _____, to approve District Mentor as follows, as recommended by the Superintendent. RCV:

- Keith Neuhs to mentor Jessica Garcia – completion of Internship for Educational Administration Program at Centenary University.

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

12. Motion by _____, seconded by _____, to approve the continuation of Nathanya G. Simon, as Board Counsel, with her new Firm of Scarinci Hollenbeck, per the same terms and rate of current retainer, as recommended by the Superintendent. RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

13. Motion by _____, seconded by _____, to approve Home Instruction for student #1252319, (home instructor TBD), at the rate of \$30.00 per hour, not to exceed 10 hours per week, effective immediately, as recommended by the Superintendent. RCV:

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

14. Motion by _____, seconded by _____, to accept Reflext Math (App) Grants, awarded to teachers Stacie Paruta and Patricia Romel, in the amount of \$2,450 (access for 70 students), through the end of the year, as recommended by the Superintendent. RCV:

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

15. Motion by _____, seconded by _____, to accept the following proposals to provide professional services for Branding an Logo Design for the Washington Township School District, as recommended by the Superintendent. RCV:

| | Hourly Rate (outside service agreement) |
|------------------------|--|
| RnB Design | \$5,500 |
| Zander Consulting, LLC | \$3,200 |
| KickCharge Creative | \$2,700 |

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

16. Motion by _____, seconded by _____ to award the professional services contract for Branding and Logo for the Washington Township School District to KickCharge Creative for \$2,700, as recommended by the Superintendent. RCV:

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

17. 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 |
|-----------------|---|------------------|----------|------------|---------|-------|
| Yvette Shangold | 2018 Preschool Nurses' Meeting NJ Dept. of Education | 0 | 2/7/2018 | 125 | 0 | 0 |

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

I. PRINCIPAL'S REPORTS

J. TECHNOLOGY/CURRICULUM REPORT

K. CORRESPONDENCE

- Letter from Debra Glowinski
- Letter from Nathanya G. Simon

L. COMMITTEE REPORTS

Education:

Facilities:

18. Motion by _____, seconded by _____ to accept the following bids (ESCNJ Bid #17/18-16 07/02/2017-07/01/2018) to remove and replace Brass Castle and Port Colden Cafeteria lunch tables, (available funds to be transferred from the following accounts: Charter School \$44,800, Therapy \$15,693 and Childcare Fund \$20,000), as recommended by the Superintendent. RCV:

| | Brass Castle | Port Colden | Total |
|-----------------------|--------------|-------------|-------------|
| Lee Distributors Inc. | \$38,599.80 | \$41,893.20 | \$80,493.00 |
| Nickerson NJ, Inc. | \$44,505.38 | \$42,934.76 | \$87,440.14 |

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schläffler | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|-------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

19. Motion by _____, seconded by _____, to award the contract to Lee Distributors Inc. (ESC Bid #17/18-16) to remove and replace Brass Castle and Port Colden Cafeteria lunch tables for the amount of \$80,493.00 (available funds to be transferred from the following accounts: Charter School \$44,800, Therapy \$15,693 and Childcare Fund \$20,000), as recommended by the Superintendent. RCV:

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schläffler | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|-------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

Finance & Policy Committee:

20. Motion by _____, seconded by _____, to approve the 1st reading of the following Policy, as recommended by the Superintendent. RCV:

1110 – Organizational Chart

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schläffler | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|-------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

21. Motion by _____, seconded by _____, to approve the 2nd reading and adoption of the following Bylaws, as recommended by the Superintendent. RCV:

- 0142.1 Nepotism
- 0143 Board Member Election and Appointment (Revised)
- 0144 Board Member Orientation and Training

- 0145 Board Member Resignation and Removal
- 0146 Board Member Authority
- 0147 Board Member Travel Expenses
- 0147A Appendix A – Board member Travel Expenses
- 0148 Board Member Indemnification
- 0151 Organization Meeting
- 0152 Board Officers
- 0153 Annual Appointments
- 0154 Annual Motions and Designations
- 0155 Board Committees

| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

Personnel:

M. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business

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

N. EXECUTIVE SESSION - if required as indicated in items a & b below.

22. 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. Anticipated action on HIB incidents.

- 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 matters rendered confidential by Federal Law, State Law, or court rule and Individual privacy. 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. Anticipated action on HIB incidents.

MV: _____ Time: _____

23. Motion by _____, seconded by _____ to return to open session.

MV: _____ Time: _____

24. Motion by _____, seconded by _____ to accept HIB incidents _____ and _____, as recommended by the Superintendent. RCV:

| | | | | | | | |
|---------|-----------------|------------|-------------|------------------|-------------|------------------|-------------|
| | Joseph Armstead | Karen Graf | Casey Grimm | Kimberley Morris | Cheryl Noll | Lauren Schlaffer | Anita Smith |
| Yes | | | | | | | |
| No | | | | | | | |
| Abstain | | | | | | | |

O. ADJOURNMENT

25. Motion by _____, seconded by _____ to adjourn.

MV: _____ Time: _____