

WASHINGTON TOWNSHIP BOARD OF EDUCATION

BOARD RE-ORGANIZATION AND REGULAR MEETING

Wednesday, January 3, 2018

7:30 p.m.

Minutes of January 3, 2018

Motion by Anita Smith, seconded by Cheryl Noll, to appoint Jean Flynn, Board Secretary, as temporary chair to conduct election, as recommended by the Superintendent. RCV: Graf, Noll, Schlaffer and Smith all voting yes, motion carried.

Call to order by Board Secretary.

Time: 7:38 p.m.

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).

<u>1 Year Term</u>	<u>3 Year Term</u>
Lauren Schlaffer	Cheryl Noll and Casey Grimm

Members in attendance: Karen Graf, Casey Grimm, Cheryl Noll, Lauren Schlaffer and Anita Smith. Kimberley Morris (7:58 p.m.), Joseph Armstead (8:18 p.m.)

Flag Salute

Members absent: None

B. RE-ORGANIZATION MOTIONS

Board Secretary requested nominations for President.

Anita Smith nominated Karen Graf for President. Are there any other nominations? None (Following the close of nominations.) RCV: Graf, Grimm, Noll, Schlaffer and Smith all voting yes.

C. NEWLY ELECTED PRESIDENT ASSUMES CHAIR

3. President requests nominations for Vice-President.

Anita Smith nominated Cheryl Noll and Lauren Schlaffer nominated Anita Smith for Vice-President. Anita Smith declined. Are there any other nominations? None (Following the close of nominations.) RCV: Graf, Grimm, Noll, Schlaffer and Smith all voting yes.

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.)

Motion by Lauren Schlaffer, seconded by Cheryl Noll, to adopt the following 2018-2019 calendar of board meetings for the Washington Township Board of Education: RCV: Graf, Grimm, Noll, Schlaffer and Smith all voting yes, motion carried.

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

Board President appointed Anita Smith and Karen Graf alternate, as Delegate to the New Jersey School Boards Association.

Board President appointed Cheryl Noll and Lauren Schlaffer, alternate, to the Warren County School Boards Association.

Board President appointed Anita Smith as Legislative delegate.

Motion by Cheryl Noll, seconded by Anita Smith, to approve the minutes of December 11, 2017 as presented. MV: all voting yes, Grimm abstained, motion carried.

Motion by Anita Smith, seconded by Cheryl Noll, to approve the executive session minutes of December 11, 2017 as presented. MV: all voting yes, Grimm and Schlaffer abstained, motion carried.

E. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - None

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.

Motion by Lauren Schlaffer, seconded by Anita Smith, to accept the Bi-Annual Report of Violence and Vandalism dated December 31, 2017, as recommended by the Superintendent. RCV: Graf, Grimm, Noll, Schlaffer and Smith, all voting yes, motion carried.

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.

Kimberley Morris arrived at 7:58 p.m.

Motion by Anita Smith, seconded by Kimberley Morris, to accept the Bi-Annual Report of Harassment, Intimidation and Bullying, dated December 31, 2017, as recommended by the Superintendent. RCV: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

G. SECRETARY'S REPORT

H. SUPERINTENDENT'S REPORT

Motion by Anita Smith, seconded by Kimberley Morris, to accept, with regret the resignation of Debra Glowinski, Paraprofessional, effective January 1, 2018, as recommended by the Superintendent. RCV: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the following substitute for the 2017-2018 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

- Teacher/Paraprofessional/Custodian: Clare Flynn

Motion Lauren Schlaffer, seconded by Kimberley Morris, to approve District Mentor as follows, as recommended by the Superintendent. RCV: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

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

Motion by Cheryl Noll, seconded by Anita Smith, 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: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, 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: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

Motion by Anita Smith, seconded by Cheryl Noll, to accept Reflex 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: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Cheryl Noll, to accept the following proposals to provide professional services for Branding and Logo Design for the Washington Township School District, as recommended by the Superintendent. RCV: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

		Hourly Rate (Outside service agreement)
RnB Design	\$5,500	\$150
Zander Consulting, LLC	\$3,200	\$150
KickCharge Creative	\$2,700	\$145

Motion by Kimberley Morris, seconded by Lauren Schlaffer, 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: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

Motion by Cheryl Noll, seconded by Anita Smith, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

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

I. PRINCIPAL'S REPORTS

J. TECHNOLOGY/CURRICULUM REPORT

K. CORRESPONDENCE

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

L. COMMITTEE REPORTS

Education: no report

Facilities:

Joseph Armstead arrived at 8:18 p.m.

Motion by Anita Smith, seconded by Cheryl Noll, 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: Armstead, Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

	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

Motion by Cheryl Noll, seconded by Anita Smith, 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: Armstead, Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

Finance & Policy Committee:

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve the 1st reading of the following Policy, as recommended by the Superintendent. RCV: Armstead, Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

1110 – Organizational Chart

Motion by Lauren Schlaffer, seconded by Cheryl Noll, to approve the 2nd reading and adoption of the following Bylaws, as recommended by the Superintendent. RCV: Armstead, Graf, Grimm, Morris, Noll, Schlaffer and Smith all voting yes, motion carried.

- 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

