

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, March 19, 2018

7:00 p.m.

Minutes of March 19, 2018

Call to order by President.

Time: 7:01 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 February 23, 2018, to The Star Gazette and to the Clerk of Washington Township.

Members in attendance: Casey Grimm, Kimberley Morris, Cheryl Noll, Vice President (7:04), Lauren Schlaffer, Anita Smith and Karen Graf, President

Members absent: Joseph Armstead

B. EXECUTIVE SESSION - if required as indicated in items a, b & h below.

Motion by Lauren Schlaffer, seconded by Anita Smith, 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 Matters rendered confidential by Matters rendered confidential by Federal Law, State Law, or Court Rule, Individual privacy and Attorney-client privilege. 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: 7:03 p.m.

Cheryl Noll arrived 7:04 p.m.

Motion by Anita Smith, seconded by Cheryl Noll, to return to open session.

MV: unanimous, motion carried Time: 7:49 p.m.

Flag Salute

Motion by Cheryl Noll, seconded by Anita Smith, to approve the minutes of February 12, 2018, as presented. MV: all voting yes, Casey Grimm and Kimberley Morris abstained, motion carried.

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the executive session minutes of February 12, 2018, as presented. MV: all voting yes, Casey Grimm and Kimberley Morris abstained, motion carried.

Motion to affirm HIB Incident BC0121918. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

C. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

D. SECRETARY'S REPORT

Motion by Lauren Schlaffer, seconded by Anita Smith, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending January 31, 2018 and February 28, 2018, as presented. MV: all voting yes, motioned carried.

Motion by Kimberley Morris, seconded by Anita Smith, to approve line item transfers, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Cheryl Noll, seconded by Anita Smith, to approve the Bills List for March 2018. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Kimberley Morris, to approve the Board Secretary and Cash Reports for the month ending January 31, 2018 and February 28, 2018, as presented. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, 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 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.

Motion by Casey Grimm, seconded by Anita Smith, to approve the following resolution, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

A RESOLUTION BINDING THE WASHINGTON TOWNSHIP BOARD OF EDUCATION
TO PURCHASE NATURAL GAS SERVICES
THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid
Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Washington Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.
NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

Motion by Cheryl Noll, seconded by Anita Smith, to approve the following resolution, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

A RESOLUTION BINDING THE WASHINGTON TOWNSHIP BOARD OF EDUCATION
TO PURCHASE ELECTRIC GENERATION SERVICES
THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid
Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Washington Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

E. SUPERINTENDENT'S REPORT

Motion by Anita Smith, seconded by Kimberley Morris, to accept, with regret, the cancellation of the 2017-2018 Professional Services contract with Leslie Williams-Wexler, OTR/L, Occupational Therapist and the Washington Township Board of Education, effective March 30, 2018, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

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

- Ann Marie Lee – Teacher/Aide

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls
Pamela Casserly	Columbia Teacher's College NYC	0	3/3/2018	\$30.00 (bus)	0	0
Jennifer Borusovic	Sussex-Warren Assoc. of School Psychologists	\$30.00	3/23/18	72.8	0	0
Erin Karl	NJ Assoc. of School Social Workers	\$95.00	3/26/18	98	0	0
Janine Barzdines	Youth Mental Health First Aid	\$10.00	4/28/18 (Sat)	90	0	0
Dawn Baxendale	Scholastic Reading Summit for Educators	\$169.00	7/12/2018	Gas	0	0
Jean Flynn	NJASBO Conference	\$275.00/ Hotel \$280.00	6/5-6/8/2018	292	5.00	0

Motion by Cheryl Noll, seconded by Anita Smith, to approve the following Club Advisor, as recommended by the Superintendent, RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

PORT COLDEN SCHOOL					
Club	Advisor	Grade Levels	# of Sessions	Rate	Length of Session
Crazy 8's Club (Bedtime Math)	Kelly Carney	3	12	\$27.00	1 hr.

Motion by Lauren Schlaffer, seconded by Kimberley Morris, to approve Home Instruction for student #12688493, (instruction to be provided by Bonnie Adamski), not to exceed 2 hours per week, at a rate of \$50.00 per hour, effective February 14, 2018, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Cheryl Noll, seconded by Anita Smith, to approve Home Instruction for student #13058690, (instruction to be provided by Bonnie Adamski), not to exceed 2 hours per week, effective March 12, 2018 through the last day of school, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by _____, seconded by _____, to approve the revised 2017-2018 Washington Township school district calendar, as recommended by the Superintendent. RCV: TABLED

Motion by Anita Smith, seconded by Cheryl Noll, to approve the 2018-2019 Washington Township school district calendar, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, that the Washington Township Board of Education hereby establishes the school district travel maximum, pursuant to N.J.A.C. 6A:23A-7.3 for the 2018-2019 school year at the sum of \$45,000 and the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, as recommended by the Superintendent. RCV: : Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Leslie Williams Wexler, OTR/L

I. COMMITTEE REPORTS

Education: NONE

Facilities:

Motion by Anita Smith, seconded by Lauren Schalffer, to approve the contract with Craftmaster Hardware, to replace Port Colden School door locks (80 interior and exterior doors) NJ-Contract #A87238, pricing totaling \$4,979.75, as recommended by the Superintendent, RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Finance & Policy:

Motion by Kimberley Morris, seconded by Cheryl Noll, to adopt the proposed 2018-2019 school district budget to be submitted to the Executive County Superintendent of Schools for required review and approval. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

The base budget includes the use of \$17,642 of Banked Cap to fund an additional School Resource Officer.

General Fund	\$8,946,984
Special Revenue Fund	\$ 233,600
Total Base Budget	\$9,180,584
General Fund Tax Levy	\$6,218,548

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

- 0168 Recording Board Meetings
- 0169 Board Member Use of Electronic Mail/Internet
- 0171 Duties of Board President and Vice President

- 0172 Duties of Treasurer of School Monies (resolution eliminating treasurer 5/8/17)
- 0173 Duties of Public School Accountant
- 0174 Legal Services
- 0175 Contracts with Independent Consultants
- 0176 Collective Bargaining and Contract Approval/Ratification
- 0177 Professional Services

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

- 0157 Board of Education Website
- 0161 Call, Adjournment and Cancellation
- 0162 Notice of Board Meetings
- 0163 Quorum
- 0164 Conduct of Board Meetings
- 0165 Voting
- 0166 Executive Sessions
- 0167 Public Participation in Board Meetings

Motion by Casey Grimm, seconded by Cheryl Noll, to approve the 2nd reading and adoption of the following policies, regulations and bylaws, for Policy Alert 214, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

- 0169.02 Board Member Use of Social Networks (New)
- P 3437 Military Leave (Revised)
- P 4437 Military Leave (Revised)
- P 5516.01 Student Tracking Devices (New)
- R 7101 Educational Adequacy of Capital Projects (Revised)
- P 7425 Lead Testing of Water in Schools (New)
- P & R 7440 School District Security (M) (Revised)
- P & R 7441 Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
- P 8507 Breakfast Offer Versus Serve (OVS) (M) (Revised)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)
- P 9242 Use of Electronic Signatures (New)

Motion by Anita Smith, seconded by Cheryl Noll, to approve the 2nd reading and adoption of the Certified Staff Sick Bank Policy, as recommended by the Superintendent. RCV: Grimm, Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Personnel: NONE

J. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business - NONE

(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, g, h, & i below.

Motion by Anita Smith, seconded by Kimberley Morris, 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
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- 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 Matters rendered confidential by Federal Law, State Law, or Court Rule, Individual privacy, 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. HIB incident.

MV: unanimous, motion carried Time: 8:28 p.m.

Motion by Anita Smith, seconded by Kimberley Morris, to return to open session.

MV: unanimous, motion carried Time: 8:53 p.m.

Noll returned to meeting after executive session – 8:53 p.m.

Motion by Anita Smith, seconded by Casey Grimm, to accept confirmed HIB incident #BC022018, as recommended by the Superintendent. RCV: Grimm, Morris, Schlaffer, Smith and Graf, all voting yes, Noll abstained, motion carried.

L. ADJOURNMENT

Motion by Anita Smith, seconded by Cheryl Noll, to adjourn.

MV: unanimous, motion carried Time: 8:54 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary