

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, September 17, 2018

7:30 p.m.

Minutes of September 17, 2018

Call to order by President.

Time: 7:31 p.m.

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have 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.

Flag Salute

Members in attendance: Karen Graf, President, Casey Grimm, Kimberley Morris and Anita Smith

Members absent: Joseph Armstead, Cheryl Noll, Vice-President and Lauren Schlaffer

Motion by Anita Smith, seconded by Casey Grimm, to approve the minutes of August 27, 2018, as corrected. MV: all voting yes, motion carried.

B. PRESENTATIONS:

- School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act Board accepted the EVVRS/HIB report as presented

C. PUBLIC QUESTIONS AND DISCUSSION: (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 Casey Grimm, seconded by Anita Smith, to approve Student Activity, and Petty Cash Account Reports for the month ending August 31, 2018, as presented. MV: all voting yes, motioned carried.

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

Motion by Kimberley Morris, seconded by Casey Grimm, to approve the Bills List for September 2018. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve the Board Secretary's and Cash Reports for the month ending August 31, 2018, presented. RCV: Grimm, Morris, 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
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.

E. SUPERINTENDENT'S REPORT:

Motion by Kimberley Morris, seconded by Casey Grimm, to accept the resignation of Jodie Frankle, with regret, Paraprofessional, effective August 29, 2018, and approve an early release from her contract (waiving the 14-day notice clause), without setting precedence, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve the following substitutes for the 2018-2019 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

- Teacher/Aide: Brian Schubert and Jillian Adie

Motion by Anita Smith, seconded by Kimberley Morris, to approve maternity leave for Kara Cruets, effective on or about November 12, 2018, utilizing sick days (per contract), the Federal Family and Medical leave Act (FMLA) and the New Jersey Family and Medical Leave (FLA) and return to work on or about March 1, 2018, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Casey Grimm, to approve the following staff for home instruction for student #11755, effective on or about October 5, 2018, not exceed 10 hours per week, at the rate of \$30.00 per hour, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

- Heidi Kaiven

Motion Casey Grimm, seconded by Anita Smith, to approve District Mentors as follows, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Informal Mentors – 1 Year

Katherine Ferrara – Jesse Wyke

Toni Smith – Christine Drevitch

Jennifer Costa –Janine Barzdines (Nursing) / Deb Tierney (Bldg.)

Formal Mentors – 2 Years

Sarah Bowbliss – Dawn Baxendale (Year 1 of 2)

Amie DeFeo – Sue Graham (Year 2 of 2)

Kaleigh Soles – Gina Renner (Year 2 of 2)

Genevieve Williams – Joan Pare (Year 2 of 2)

Motion by Anita Smith, seconded by Kimberley Morris, to approve Jenna Henderson, a student at Fairleigh Dickinson University, for field experience II at Brass Castle School, with Joanne Mitch and Susan Peterson, 5th grade, spring 2019, total of 5 days between January 2, 2019 and January 18, 2019, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Casey Grimm, to approve Shannon Laykin, a student at Warren County Community College, to observe as a student teacher for 20 hours (teacher and school to be determined), as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

14. Motion by Casey Grimm, seconded by Anita Smith, to approve the out-of-district in-service experiences as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Janine Barzdines	Columbus Day Nurse In-Service	0	10/8/2018	0	0	0	0	0
Jennifer Costa	Columbus Day Nurse In-Service	0	0	0	0	0	0	0
Jean Flynn	PEOSH/NJADP Indoor Quality Training	0	9/21/18 & 5/31/2019	0	0	0	0	0
Erin Karl	NJASSW Fall Workshop	95.00	October 23,2018	112	0	0	0	0

Motion by Anita Smith, seconded by Kimberley Morris, to approve the club advisor revisions for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

BRASS CASTLE SCHOOL	
Club	Advisor
Helping Hands	Mikitiuk & Hawk
Like Zumba	Hawk & McEvoy

Motion by Kimberley Morris, seconded by Casey Grimm, to accept the Child Assault Prevention (CAP) Grant for 2018-2019 in the amount of \$1,116.00 (with an anticipated WTSD share of program to be \$335.00), as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, 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 2018-2019 school year, as recommend by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following field trip for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

(All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles, or otherwise noted. Parents/guardians are responsible for all fees and transportation costs).

Grade	Date	Destination
PreK	3/15/2019	Tag-A-Long, Lake Hopatcong, New Jersey

Motion by Kimberley Morris, seconded by Casey Grimm, to approve the following epi-pen delegates for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

<u>Brass Castle School:</u>	<u>Port Colden School:</u>
Dawn Baxendale	Sarah Bettenhausen
Cheryl Campbell	Robert Borusovic
Laura Dahmer	Laura Dahmer
Christine Drevitch	Sarah Femia
Lisa Galoppo (6th grade students only)	Denise Jordan
Jessica Garcia	Amybeth Kupcha
Nancy Krukowski	Susan Maurer
Shannon McEvoy	Pamela Slack
Joan Pare	Nicole Smith
Stacie Paruta	
Barbara Pierson	
Gina Renner	
Victoria Robinson	
Steve Scism	
Toni Smith	

Motion by Casey Grimm, seconded by Anita Smith, to approve the following substitute for the 2018/2018 school year, pending satisfactory completion of hiring requirements, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

- Susan Samela – Teacher/Paraprofessional

Motion by Anita Smith, seconded by Kimberley Morris, to approve Olivia Stuber, a student at Centenary University to observe as a student teacher, for 3 hours of observation in Kaleigh Soles/Genevieve Williams’ Primary MD class, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Casey Grimm, to approve PTA events at Meadow Breeze Park, in Washington Township, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

F. PRINCIPAL’S REPORTS

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

I. COMMITTEE REPORTS

Education:

Facilities:

Motion by Kimberley Morris, seconded by Casey Grimm, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Q-4th Grade – Liberty State Park, Jersey City, NJ

Panorama Tours (55 passenger)	2 buses @ \$1,105	Total = \$2,210
Easton Coach (55 passenger)	2 buses @ \$1,150	Total = \$2,300
Martz Group (47 passenger)	2 buses @ \$1,208	Total = \$2,416

Motion by Casey Grimm, seconded by Anita Smith, to award the contract for Q- 4th Grade class trip, Liberty State Park, Jersey City, NJ, as follows, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Panorama Tours (55 passenger)	2 buses @ \$1,105	Total = \$2,210
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Motion by Anita Smith, seconded by Kimberley Morris, to approve the Lead Testing Program Statement of Assurance (SOA) for the 2017-2018 school year, (*N.J.A.C. 6A:26-12.4* regulations) as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

Finance & Policy:

Motion by Kimberley Morris, seconded by Casey Grimm, to approve the 1st reading, of the following policy, from Policy Alert 216, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

- P8561 Procurement Procedures for School Nutrition Programs

Motion by Casey Grimm, seconded by Anita Smith, to approve the 2nd reading and adoption, of the following policies and regulations, from Policy Alert 215, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

- P&R 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- P2431 Athletic Competition (M) (Revised)
- R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intermural Team or Squad (M) (Revised)
- P2431.8 Varsity Letters for Interscholastic Extracurricular Activities (M) (New)
- P&R 5350 Student Suicide Prevention (M) (Revised)
- P5533 Student Smoking (M) (Revised)
- P5535 Passive Breath Alcohol Sensor Device (Revised)
- P8462 Reporting Potentially Missing or Abused Children (M) (Revised)

Motion by Anita Smith, seconded by Kimberley Morris, to approve the 2nd reading and adoption, of the following policies and regulations, from Policy Alert, 216, as recommended by the Superintendent. RCV: Grimm, Morris, Smith and Graf, all voting yes, motion carried.

- P& R 1613 Disclosure and Review of Applicant’s Employment History (M) (New)
- P&R 5561 Use of Physical Restraint and Seclusion Techniques for Student with Disabilities (M) (Revised)

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.)

Elizabeth Bayne, Community Outreach Coordinator, introduced herself and Kwenyan & Associates, in

Phillipsburg NJ and provided an overview of services provided to the community.

K. EXECUTIVE SESSION - if required as indicated in items i below. - NONE

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

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. All appropriate persons, who may be discussed in private session have been adequately notified.

MV: _____ Time: _____

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

MV: _____ Time: _____

I. ADJOURNMENT

Motion by Anita Smith, seconded by Kimberley Morris, to adjourn.

MV: unanimous, motion carried Time: 8:30 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary